

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## BOARD AGENDA

Thursday, September 5, 2019  
9:00 A.M.

San Diego International Airport  
SDCRAA Administration Building – Third Floor  
Board Room  
3225 N. Harbor Drive  
San Diego, California 92101

### Board Members

C. April Boling  
Chairman

Greg Cox  
Jim Desmond  
Mark Kersey  
Robert T. Lloyd  
Paul Robinson  
Johanna S. Schiavoni  
Michael Schumacher  
Mark B. West

### Ex-Officio Board Members

Cory Binns  
Col. Charles B. Dockery  
Gayle Miller

### President / CEO

Kimberly J. Becker

***Live webcasts of Authority Board meetings can be accessed at  
<http://www.san.org/Airport-Authority/Meetings-Agendas/Authority-Board>***

This Agenda contains a brief general description of each item to be considered. The indication of a recommended action does not indicate what action (if any) may be taken. ***Please note that agenda items may be taken out of order.*** If comments are made to the Board without prior notice or are not listed on the Agenda, no specific answers or responses should be expected at this meeting pursuant to State law.

Staff Reports and documentation relating to each item of business on the Agenda are on file in Board Services and are available for public inspection.

**NOTE:** Pursuant to Authority Code Section 2.15, all Lobbyists shall register as an Authority Lobbyist with the Authority Clerk within ten (10) days of qualifying as a lobbyist. A qualifying lobbyist is any individual who receives \$100 or more in any calendar month to lobby any Board Member or employee of the Authority for the purpose of influencing any action of the Authority. To obtain Lobbyist Registration Statement Forms, contact the Board Services/Authority Clerk Department.

PLEASE COMPLETE A "REQUEST TO SPEAK" FORM PRIOR TO THE COMMENCEMENT OF THE MEETING AND SUBMIT IT TO THE AUTHORITY CLERK. ***PLEASE REVIEW THE POLICY FOR PUBLIC PARTICIPATION IN BOARD AND BOARD COMMITTEE MEETINGS (PUBLIC COMMENT) LOCATED AT THE END OF THE AGENDA.***

*The Authority has identified a local company to provide oral interpreter and translation services for public meetings. If you require oral interpreter or translation services, please telephone the Board Services /Authority Clerk Department with your request at (619) 400-2400 at least three (3) working days prior to the meeting.*

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATIONS:**

**A. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2019:**

Presented by Kathy Kiefer, Senior Director, Finance, Accounting and Airline Relations

**REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:**

- **AUDIT COMMITTEE:**  
Committee Members: Hollingworth, Lloyd, Robinson (Chair), Schiavoni, Tartre, Van Sambeek, West
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Boling, Kersey (Chair), Schumacher, Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boling, Cox, Desmond (Chair), Kersey
- **FINANCE COMMITTEE:**  
Committee Members: Cox (Chair), Lloyd, Schiavoni, West

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Robinson (Primary), Schiavoni
- **ART ADVISORY COMMITTEE:**  
Committee Member: Robert H. Gleason

***LIAISONS***

- **CALTRANS:**  
Liaison: Binns
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaison: Dockery

- **PORT:**  
Liaisons: Boling (Primary), Cox, Robinson
- **WORLD TRADE CENTER:**  
Representatives: Robert H. Gleason

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG BOARD OF DIRECTORS:**  
Representative: Boling
- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Schiavoni (Primary), Schumacher
- **SCAG AVIATION TASK FORCE:**  
Representative: Boling

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S REPORT:**

**NON-AGENDA PUBLIC COMMENT:**

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board. Please submit a completed speaker slip to the Authority Clerk. ***Each individual speaker is limited to three (3) minutes. Applicants, groups and jurisdictions referring items to the Board for action are limited to five (5) minutes.***

**Note:** Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board.

**CONSENT AGENDA (Items 1- 18):**

The consent agenda contains items that are routine in nature and non-controversial. Some items may be referred by a standing Board Committee or approved as part of the budget process. The matters listed under 'Consent Agenda' may be approved by one motion. Any Board Member may remove an item for separate consideration. Items so removed will be heard before the scheduled New Business Items, unless otherwise directed by the Chair.

**1. APPROVAL OF MINUTES:**

The Board is requested to approve minutes of prior meetings.

**RECOMMENDATION:** Approve the minutes of the July 1, 2019 and July 11, 2019 special meetings.

**2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**

The Board is requested to accept the reports.

RECOMMENDATION: Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

**(Board Services: Tony R. Russell, Director/Authority Clerk)**

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JUNE 17, 2019 THROUGH AUGUST 11, 2019 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JUNE 17, 2019 THROUGH AUGUST 11, 2019:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

**(Procurement: Jana Vargas, Director)**

**4. SEPTEMBER 2019 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2019-0072, approving the September 2019 Legislative Report.

**(Government Relations: Matt Harris, Director)**

**5. APPOINTMENTS TO BOARD COMMITTEES, LIAISON POSITIONS, OTHER REPRESENTATIVE AND ALTERNATE POSITIONS:**

The Board is requested to approve the appointment.

RECOMMENDATION: Adopt Resolution No. 2019-0073, appointing Board Member Paul Robinson as the alternate advisory member to the SANDAG Board of Directors.

**(Board Services: Tony R. Russell, Director/Authority Clerk)**

**6. RESCIND RESOLUTION NO. 2009-0149R AND ADOPT A NEW RESOLUTION FOR THE PRE-APPROVAL OF BOARD MEMBER PARTICIPATION AND REPRESENTATION OF THE AUTHORITY AT MEETINGS, TRAININGS AND EVENTS:**

The Board is requested to pre-approve Board Member participation.

RECOMMENDATION: Rescind Resolution No. 2009-0149R and adopt Resolution No. 2019-0074, pre-approving Board Member participation and representation of the Authority at meetings, trainings and events.

**(Board Services: Tony R. Russell, Director/Authority Clerk)**

**CLAIMS**

### **COMMITTEE RECOMMENDATIONS**

- 7. UPDATE TO THE COMPENSATION PHILOSOPHY AND STRUCTURE:**  
The Board is requested to update the compensation philosophy and structure.  
RECOMMENDATION: The Executive Personnel and Compensation Committee recommends that the Board adopt Resolution No. 2019-0075, approving the updated Compensation Philosophy and Structure.  
**(Talent, Culture & Capability: Kurt Gering, Director)**
- 8. RENEWAL OF THE HEALTH AND WELFARE BENEFITS PROGRAM FOR 2020:**  
The Board is requested to renew the program.  
RECOMMENDATION: The Executive Personnel and Compensation Committee recommends that the Board adopt Resolution No. 2019-0076, approving the renewal of the Health and Welfare Benefits Program for 2020.  
**(Talent, Culture & Capability: Joy Freeman, Manager, Safety & Wellness)**
- 9. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2019:**  
The Board is requested to accept the report.  
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.  
**(Finance, Accounting and Airline Relations: Kathy Kiefer, Senior Director)**
- 10. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF JULY 31, 2019:**  
The Board is requested to accept the report.  
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.  
**(Business and Financial Management: Geoff Bryant, Manager, Airport Finance)**

### **CONTRACTS AND AGREEMENTS**

- 11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXTEND THE CONTRACT TERM FOR QUIETER HOME PROGRAM, PROJECT 9 GROUP 12 (380912) WITH G&G SPECIALTY CONTRACTORS, INC. FROM 252 DAYS TO 384 DAYS:**  
The Board is requested to approve a contract term extension.  
RECOMMENDATION: Adopt Resolution No. 2019-0077, approving and authorizing the President/CEO to extend the contract term with G&G Specialty Contractors, Inc. from 252 days to 384 days for Quieter Home Program, Project 9 Group 12, at San Diego International Airport.  
**(Planning & Environmental Affairs: Brendan Reed, Director)**

**12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ASSIGNMENT AND CONSENT AGREEMENT FROM ENGIE STORAGE SERVICES NA LLC TO GCN STORAGE SOLUTIONS LLC:**

The Board is requested to approve an assignment.

RECOMMENDATION: Adopt Resolution No. 2019-0078, approving and authorizing the President/CEO to execute an assignment and consent agreement from ENGIE Storage Services NA LLC to GCN Storage Solutions LLC at San Diego International Airport.

**(Facilities Management: Cogan Semler, Water & Energy Manager)**

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FOURTH AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO COUNTY MUNICIPAL STORMWATER COPERMITTEES:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2019-0079, approving and authorizing the President/CEO to execute a Fourth Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees to establish not-to-exceed spending limits and to extend the termination date of the Memorandum of Understanding to at least August 31, 2024.

**(Planning & Environmental Affairs: Brendan Reed, Director)**

***CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION***

**14. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 10, GROUP 3, PROJECT NO. 381003 TEN (10) HISTORIC SINGLE-FAMILY UNITS ON TEN (10) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2019-0080, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,121,687 for Phase 10, Group 3, Project No. 381003, for the San Diego County Regional Airport Authority's Quieter Home Program.

**(Planning & Environmental Affairs: Brendan Reed, Director)**

**15. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH CIVILIAN, INC. FOR MARKETING, ADVERTISING AND CREATIVE SERVICES:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2019-0081, approving and authorizing the President/CEO to execute an agreement with Civilian, Inc. for strategic marketing, advertising and creative services for a three-year term with two one-year options exercisable at the sole discretion of the President/CEO for a total amount not to exceed \$1,500,000 should all option years be exercised.

**(Marketing: Jon Graves, Senior Manager)**

**16. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN EXECUTIVE PROGRAM MANAGER SERVICES AGREEMENT WITH DAVID BRUSH CONSULTING FOR THE AIRPORT DEVELOPMENT PROGRAM AND RELATED PROJECTS AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2019-0082, approving and authorizing the President/CEO to negotiate and execute an Executive Program Manager Services Agreement with David Brush Consulting for a term of three (3) years, with the option for four (4), one-year extensions, to be exercised at the sole discretion of the President/CEO, in an amount not-to-exceed \$1,890,000, in support of the Airport Development Program and related projects at San Diego International Airport.

**(Development: Dennis Probst, Vice President/CDO)**

**17. AWARD A CONTRACT TO SIEMENS LOGISTICS, LLC FOR REPLACE BAGGAGE SCREENING EQUIPMENT – TERMINAL 2 EAST AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2019-0083, awarding a contract to Siemens Logistics, LLC in the amount of \$7,360,860 for Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East at San Diego International Airport.

**(Airport, Design, & Construction: Bob Bolton, Director)**

**18. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH VELOCITY TECHNOLOGY SOLUTIONS, INC. FOR ORACLE JD EDWARDS ENTERPRISEONE (JDE-E1) HOSTING AND MANAGEMENT SERVICES:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2019-0084, approving and authorizing the President/CEO to execute an agreement with Velocity Technology Solutions, Inc., for a three-year term with an option for 2 one-year extensions in an amount not-to-exceed \$2,450,000, to host, manage and provide functional support services for Oracle JD Edwards EnterpriseOne software.

**(Information & Technology Services: Jessica Bishop, Director)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**19. ACCEPT THE CARBON NEUTRALITY PLAN AND CLEAN TRANSPORTATION PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to accept a plan.

RECOMMENDATION: Adopt Resolution No. 2019-0085, accepting the Carbon Neutrality Plan and Clean Transportation Plan prepared for San Diego International Airport.

**(Planning & Environmental Affairs: Brendan Reed, Director)**

**CLOSED SESSION:**

**20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL

**21. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.

San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL

**22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: Park Assist LLC v. San Diego County Regional Airport Authority, et al.

United States District Court Case No. 18 CV2068 LAB MDD

**23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: Sheila Culbreath v. San Diego County Regional Airport Authority, et al.

San Diego Superior Court Case No. 37-2018-00036327-CU-PA-CTL

**24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)

Number of cases: 2

**25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.

Number of potential cases: 1

- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1
- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 1
- 28. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Order No. WQ 2019-0005-DWQ by the State Water Resources Control Board pertaining to PFAS  
Number of potential cases: 1

**REPORT ON CLOSED SESSION:**

**GENERAL COUNSEL REPORT:**

**BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:**

**BOARD COMMENT:**

**ADJOURNMENT:**

**Policy for Public Participation in Board, Airport Land Use Commission (ALUC), and Committee Meetings (Public Comment)**

- 1) Persons wishing to address the Board, ALUC, and Committees shall complete a "Request to Speak" form prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment and General Items). Failure to complete a form shall not preclude testimony, if permission to address the Board is granted by the Chair.
- 2) The Public Comment Section at the beginning of the agenda is reserved for persons wishing to address the Board, ALUC, and Committees on any matter for which another opportunity to speak is not provided on the Agenda, and on matters that are within the jurisdiction of the Board.
- 3) Persons wishing to speak on specific items listed on the agenda will be afforded an opportunity to speak during the presentation of individual items. Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board, ALUC and Committees.
- 4) If many persons have indicated a desire to address the Board, ALUC and Committees on the same issue, then the Chair may suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to **three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions.**
- 5) Pursuant to Authority Policy 1.33 (8), recognized groups must register with the Authority Clerk prior to the meeting.
- 6) After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, ALUC, and Committees without first obtaining permission to do so.

**Additional Meeting Information**

**NOTE:** This information is available in alternative formats upon request. To request an Agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (ALD) for the meeting, please telephone the Authority Clerk's Office at (619) 400-2400 at least three (3) working days prior to the meeting to ensure availability.

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

**For those planning to attend the Board meeting, parking is available in the public parking lot located directly in front of the Administration Building. Bring your ticket to the third floor receptionist for validation.**

**You may also reach the SDCRAA Building by using public transit via the San Diego MTS System, Route 992. For route and fare information, please call the San Diego MTS at (619) 233-3004 or 511.**

ITEM A

# Review of the Unaudited Financial Statements for the Fiscal Year Ended June 30, 2019



**SAN DIEGO**  
INTERNATIONAL AIRPORT  
LET'S **GO.**

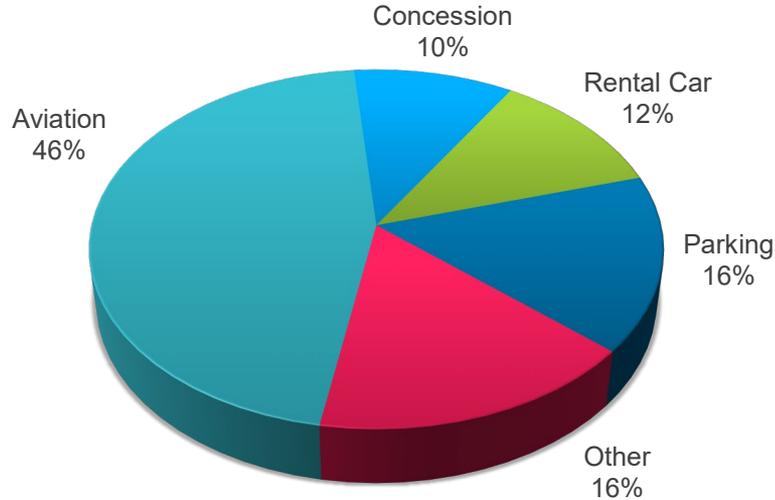
Presented by:  
Kathy Kiefer  
Senior Director, Finance, Accounting,  
and Airline Relations

September 5, 2019

# Operating Revenues

## Fiscal Year Ended June 30, 2019 (Unaudited)

### Actual Operating Revenues by Percentage

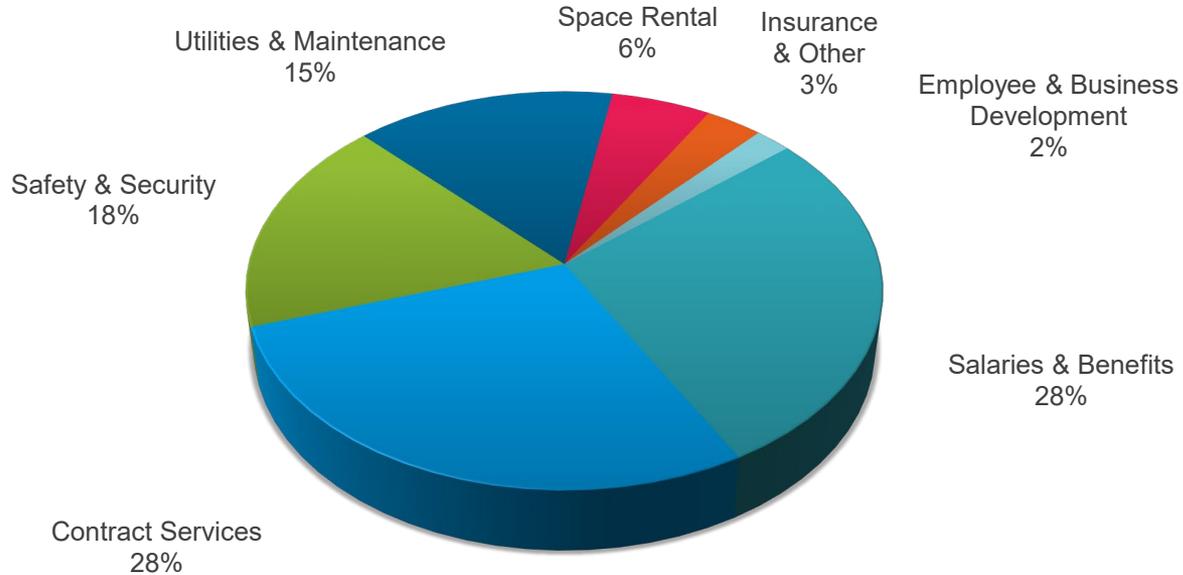


(in \$000s)	<u>Aviation Revenue</u>	<u>Concession Revenue</u>	<u>Rental Car Revenue</u>	<u>Parking Revenue</u>	<u>Other Revenue</u>	<u>Total Operating Revenue</u>
<b>Prior Year</b>	\$ 123,157	\$ 28,363	\$ 31,464	\$ 43,519	\$ 39,576	\$ 266,079
<b>Budget</b>	138,180	27,935	30,651	45,956	44,161	286,883
<b>Actual</b>	134,608	30,102	34,305	46,585	48,334	293,934
<b>Variance</b>	\$ (3,572)	\$ 2,167	\$ 3,654	\$ 629	\$ 4,173	\$ 7,051

# Operating Expenses

## Fiscal Year Ended June 30, 2019 (Unaudited)

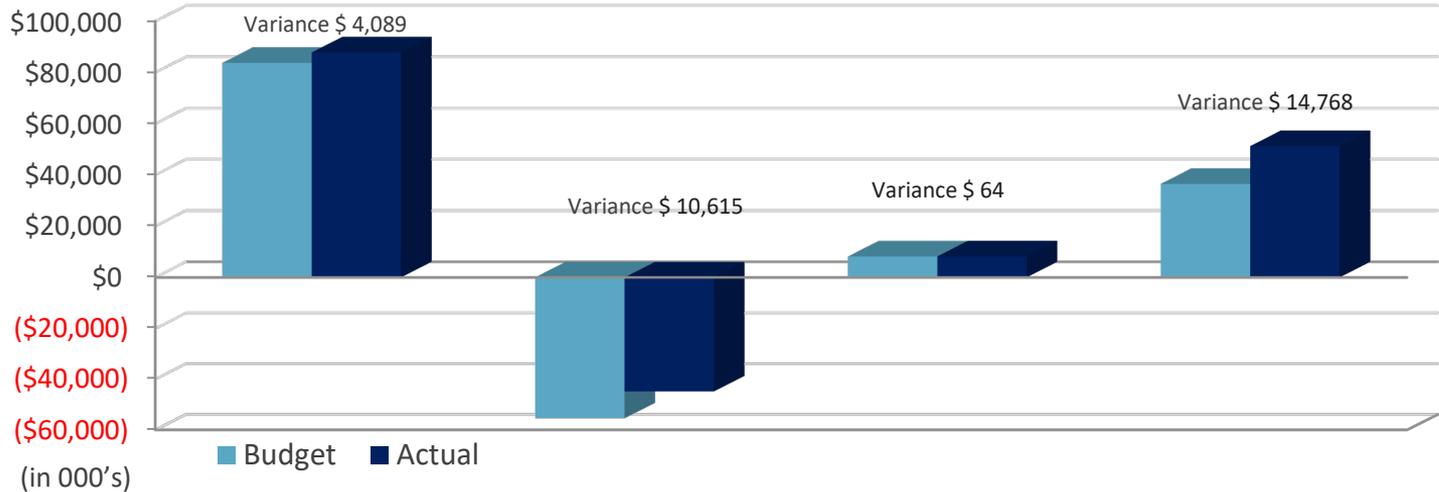
### Actual Operating Expenses by percentage



( in \$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 47,866	\$ 45,249	\$ 30,733	\$ 25,113	\$ 10,190	\$ 5,476	\$ 4,494	\$ 169,123
Budget	49,241	49,764	33,144	27,145	10,191	6,307	4,205	179,997
Actual	49,578	49,903	31,397	26,630	10,191	5,845	3,675	177,219
Variance	\$ (337)	\$ (139)	\$ 1,747	\$ 515	\$ 0	\$ 462	\$ 530	\$ 2,778

# Non-operating Revenue & Expenses

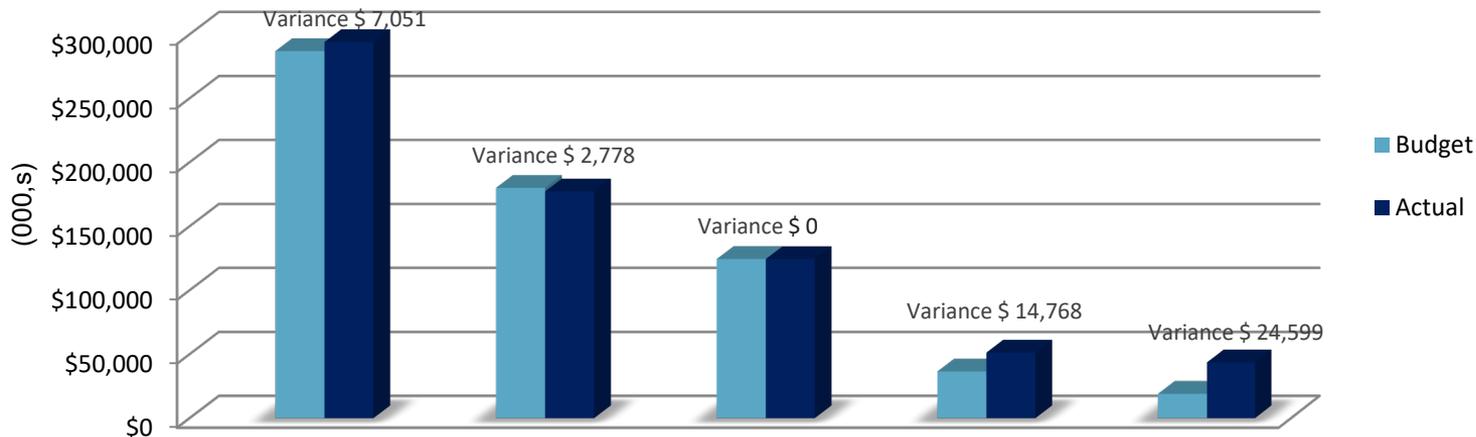
Fiscal Year Ended June 30, 2019 (Unaudited)



(in \$000s)	Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program	Interest expense, interest income, & other non-operating revenue	Capital grant contributions	Total non-operating revenue, (net)
Prior Year	\$ 85,129	\$ (63,600)	\$ 13,079	\$ 34,608
Budget	83,736	(55,408)	8,149	36,477
Actual	87,826	(44,792)	8,213	51,247
Variance	\$ 4,089	\$ 10,615	\$ 64	\$ 14,768

# Financial Summary

## Fiscal Year Ended June 30, 2019 (Unaudited)



	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Change in Net Position
<b>(\$000s)</b>					
Prior Year	\$ 266,079	\$ 169,123	\$ 105,532	\$ 34,608	\$ 26,032
Budget	286,883	179,997	124,329	36,477	19,034
Actual	293,934	177,219	124,329	51,247	43,633
Variance	\$ 7,051	\$ 2,778	\$ 0	\$ 14,768	\$ 24,599

# Statement of Net Position as of June 30, 2019 (Unaudited)

## Assets (000's)

Total: \$2,591,578

Other Assets & Deferred Outflows  
(Long-term investments & note receivables)

\$229,658  
9%

Current Assets  
(Cash, investments & receivables)

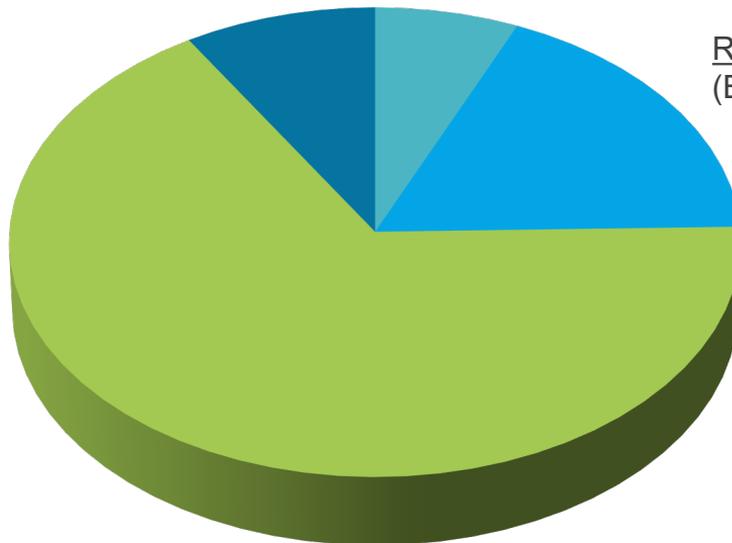
\$171,847  
7%

Restricted Assets  
(Bond proceeds/reserves, PFC & CFC)

\$467,107  
18%

Capital Assets, net  
(Land, building, runway,  
roadways & equipment)

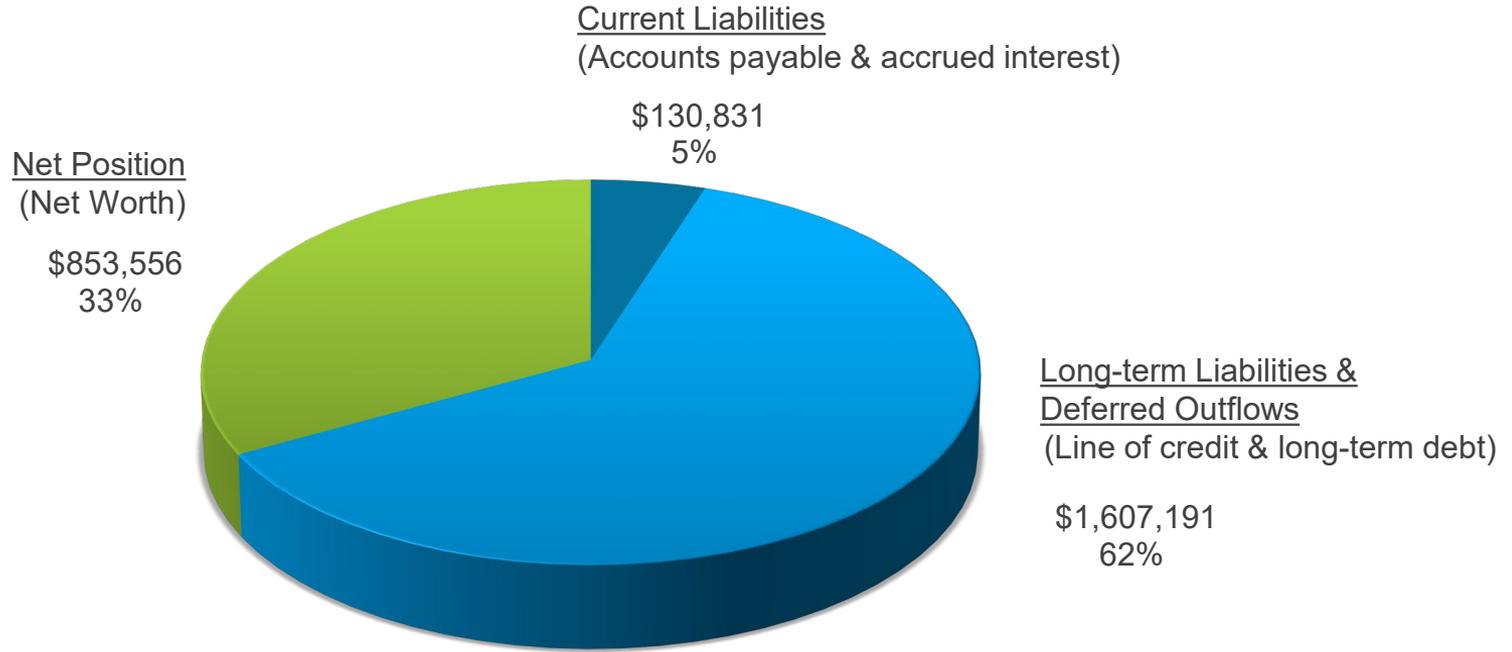
\$1,722,966  
66%



# Statement of Net Position as of June 30, 2019 (unaudited)

## Liabilities & Net Position (000's)

Total: \$2,591,578





Questions?



**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**MONDAY, JULY 1, 2019**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the special meeting of the San Diego County Regional Airport Authority Board to order at 9:00 a.m. on Monday, July 1, 2019, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Schiavoni led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Boling, Cox, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher, West

ABSENT: Board Members: Binns (Ex-Officio), Dockery (Ex-Officio), Miller (Ex-Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO; Lee Kaminetz, Director, Counsel Services; Tony R. Russell, Director, Board Services/Authority Clerk; Linda Gehlken, Assistant Authority Clerk I

**NEW BUSINESS:**

1. **GROUND TRANSPORTATION AD HOC COMMITTEE FINAL REPORT:**  
Marc Nichols, Director, Ground Transportation, and Heidi Gantwerk, President, H.G Consulting Group, LLC, provided a presentation on the Ground Transportation Ad Hoc (GTAC) Committee Final Report that included Committee Purpose, Committee Membership, Proposed Committee Deliverables, Ground Transportation Goals, Collaborative Framework Document, Key Focus Areas – General Operations, Operating Models, Congestion Management, Technology, Operational Compliance, and Environmental; Ongoing Collaboration, and Schedule of Upcoming Ground Transportation Meetings – FY2020 and FY2021.

CAROLYN REYNOLDS, spoke regarding various points outlined in the Framework document and the inequity of the Lyft Pilot Program.

IRAJ ARYANPOUR, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

NAJI BARKZAI, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

ABEL SEIFU, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

ALAN S. BEKER, LA MESA, spoke in opposition to opening the airport to all taxis.

RAY SALEHI, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

ALFRED BANKS, SAN DIEGO, provided a hand out to the Board and spoke in opposition to opening the airport to all taxis.

GULAB, SAN DIEGO, spoke in support of opening the airport to all taxis.

ABEBE ANTALLO, SAN DIEGO, spoke in support of opening the airport to all taxis.

ARMSTRONG DEA-NANY, SPRING VALLEY, spoke in opposition to opening the airport to all taxis.

KIFLAI TECLA DIRAR, spoke in support of opening the airport to all taxis.

TESHALE, A., SAN DIEGO, spoke in support of opening the airport to all taxis.

MIKAIL HUSSEIN, SAN DIEGO, provided a hand out to the Board and spoke in support of opening the airport to all taxis.

KIDANE HAILU, SAN DIEGO, spoke in support of opening the airport to all taxis.

MOSTAFA SAJJAD, SAN DIEGO, spoke in opposition to opening the airport to all taxis..

PETER ZSCHLESCHKE, SAN DIEGO, provided a hand out to the Board and spoke in support of staff's recommendation.

ALEM ZEBIB, provided a presentation to the Board and spoke in support of opening the airport to all taxis.

ADRIAN KWIATKOWSKI, SAN DIEGO, provided a TAG handout to the Board and spoke in opposition to opening the airport to all taxis.

TONY HUESO, SAN DIEGO, expressed concern with staff's recommendation and spoke in opposition to opening the airport to all taxis.

WILLIAM ALOZE, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

KAMRAN HAMIDI, SAN DIEGO, provided a hand out to the Board and spoke in support of opening the airport to all taxis.

GEORGE ABRAHAM, SAN DIEGO, spoke in opposition of opening the airport to all taxis.

LISA MCGHEE, provided a hand-out to the Board and spoke in support of staff's recommendation with some modifications.

YONAS MEMARI, spoke in support of opening the airport to all taxis.

FEYISSA ERIGO, SAN DIEGO, spoke in support of opening the airport to all taxis.

RICHARD ABDALA, SAN DIEGO, spoke in opposition to staff's recommendation.

GEORGE SADAT, spoke in opposition to opening the airport to all taxis.

CETAN ASCHETER, SAN DIEGO, spoke in support of opening the airport to all taxis.

HENRY AGOH, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

MARGO TANGUAY, SAN DIEGO, spoke regarding the different requirements for taxis and TNC's.

SAFAA SALEH, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

Board Member West stated that it is important to stay focused on the ground transportation challenges discussed by GTAC. He stated that ground transportation service providers need to continue looking for ways to be innovative. He suggested serious consideration be given to the recommendations in the GTAC report, especially the increase of electrification.

It was moved by Board Member West and seconded by Board Member Schiavoni to approve staff's recommendation.

*Board Member Schumacher reported ex parte communication with Kamran Hamidi regarding his credit card system for taxis.*

Board Member Cox recommended that the Authority continue its efforts to incentivize use of alternative fuel vehicles by everyone servicing the airport and that the Authority should continue working on leveling the playing field.

Lee Kaminetz, Director, Counsel Services, stated that legally it is very challenging to demand lower emission compliance, and that incentivizing is a better approach.

*Board Member Schiavoni reported ex parte communication with Kamran Hamidi regarding his credit card system technology for taxis.*

Board Member Schiavoni reported that at the final meeting of the ATAC, a comment was made that was based on racial stereotyping, and that today it was brought up again during public comment. She stated that these types of racial biases played no role in the ATAC's decision-making process. She stated that they also do not have any role today and that the starting point has always been from a perspective of equity and that of having a level playing field.

Board Member Desmond urged having flexibility and recognizing that the Authority is striving for fairness and equitability. He requested that the quarterly reports include the percentage of low emission vehicles operating at the airport.

Board Member Kersey requested more information on Lyft's green-mode program and how to incentivize them to bring it to our market.

*Board Member Cox reported ex parte communication with Kamran Hamidi regarding his credit card system technology for taxis.*

*Board Member Robinson reported ex parte communication with Kamran Hamidi regarding his credit card system technology for taxis.*

Board Member Cox stated that the Authority should try to standardize the technology for issuing receipts and provide flexibility for customers to use credit cards.

RECOMMENDATION: Adopt Resolution 2019-0060, to approve the Ground Transportation Collaborative Framework Document, and included actions, as the approved framework tool to evaluate future Ground Transportation policies, procedures, and requirements for all commercial transportation modes operating at San Diego International Airport.

**ACTION: Moved by Board Member West and seconded by Board Member Schiavoni to approve staff's recommendation. Motion carried by the following votes: YES – Boling, Cox, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher, West; NO – None; ABSENT – None (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0).**

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 11:45 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 5<sup>TH</sup> DAY OF SEPTEMBER, 2019.

ATTEST:

\_\_\_\_\_  
TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, JULY 11, 2019**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the special meeting of the San Diego County Regional Airport Authority Board to order at 10:02 a.m. on Thursday, July 11, 2019, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Lloyd led the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Board Members: Binns (Ex-Officio), Boling, Desmond, Dockery (Ex-Officio), Kersey, Lloyd, Robinson, Schiavoni, Schumacher, West

**ABSENT:** Board Members: Cox, Miller (Ex-Officio)

**ALSO PRESENT:** Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/Authority Clerk; Martha Morales, Assistant Authority Clerk I

Chairman Boling announced that the Consent Agenda would be heard first followed by Closed Session.

**CONSENT AGENDA (Items 1-10):**

**ACTION:** Moved by Board Member Desmond and seconded by Board Member West, to approve the Consent Agenda. Motion carried by the following votes: **YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher, West; NO – None; ABSENT – Cox (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**1. APPROVAL OF MINUTES:**

**RECOMMENDATION:** Approve the minutes of the May 16, 2019 and May 30, 2019 special meetings.

**2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**

**RECOMMENDATION:** Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM MAY 13, 2019 THROUGH JUNE 16, 2019 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM MAY 13, 2019 THROUGH JUNE 16, 2019:**  
RECOMMENDATION: Receive the report.
4. **JULY 2019 LEGISLATIVE REPORT:**  
RECOMMENDATION: Adopt Resolution No. 2019-0061, approving the July 2019 Legislative Report.

### ***CLAIMS***

### ***COMMITTEE RECOMMENDATIONS***

5. **AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A CONTRACT WITH NOVA JIANG TO DESIGN, FABRICATE, TRANSPORT, DELIVER AND CONSULT DURING THE INSTALLATION OF AN INTEGRATED ARTWORK FOR THE AIRLINE SUPPORT BUILDING:**  
RECOMMENDATION: The Art Advisory Committee recommends that the Board Adopt Resolution No. 2019-0062, awarding and authorizing the President/CEO to execute a contract with Nova Jiang to Design, Fabricate, Transport, Deliver and Consult during the installation of an Integrated Artwork for the Airline Support Building in an amount not-to-exceed \$300,000.

### ***CONTRACTS AND AGREEMENTS***

6. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE THIRD AMENDMENT TO THE AGREEMENT WITH GENERAL NETWORKS CORPORATION TO CONFIGURE AND PROVIDE TECHNICAL SUPPORT FOR ENTERPRISE CONTENT MANAGEMENT SYSTEM (ECMS) SOFTWARE:**  
RECOMMENDATION: Adopt Resolution No. 2019-0063, approving and authorizing the President/CEO to execute the Third Amendment to the agreement with General Networks Corporation extending the term by sixty (60) days to expire on September 27, 2019 for ECMS software support during the procurement of a new ECMS software support services contract.

### ***CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION***

7. **AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 10, GROUP 2, PROJECT NO. 381002 SIXTY-THREE (63) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON THIRTY-THREE (33) RESIDENTIAL PROPERTIES LOCATED WEST OF THE AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2019-0064, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,622,771 for Phase 10, Group 2, Project No. 381002, of the San Diego County Regional Airport Authority's Quieter Home Program.

- 8. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN ON-CALL ENVIRONMENTAL CONSULTING SERVICES AGREEMENT TO PROVIDE TECHNICAL SERVICES ASSOCIATED WITH THE AIRPORT AUTHORITY’S ENVIRONMENTAL SUSTAINABILITY PROJECTS AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2019-0065, approving and authorizing the President/CEO to negotiate and execute an On-Call Environmental Consulting Services Agreement with C&S Engineers, Inc. for a term of three years, with the option for two one-year extensions, for a maximum amount not to exceed \$2,900,000 to provide technical services associated with the airport authority’s environmental and sustainability projects at San Diego International Airport.
- 9. AWARD A CONTRACT TO GRANITE CONSTRUCTION COMPANY FOR REHABILITATE CROSS TAXIWAYS C1, C2, C5 AND D AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2019-0066, awarding a contract to Granite Construction Company in the amount of \$6,461,407 for Project No. 104255, Rehabilitate Cross Taxiways C1, C2, C5 and D at San Diego International Airport.
- 10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH KATZ & ASSOCIATES, INC. FOR PUBLIC OUTREACH SERVICES IN SUPPORT OF AUTHORITY PROGRAMS AND INITIATIVES OF SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2019-0067, approving and authorizing the President/CEO to execute an agreement with Katz & Associates, Inc. for public outreach services for a three-year term with four one-year options exercisable at the sole discretion of the President/CEO for a total amount not-to-exceed \$3,850,000 should all option years be exercised.

**CLOSED SESSION:** The Board recessed into Closed Session at 10:05 a.m. to discuss Items 19, 22, 23 and 24.

- 12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 13. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL
- 14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Park Assist LLC v. San Diego County Regional Airport Authority, et al.  
United States District Court Case No. 18 CV2068 LAB MDD

- 15. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Sheila Culbreath v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00036327-CU-PA-CTL
- 16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of cases: 2
- 17. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1
- 19. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 1
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Order No. WQ 2019-0005-DWQ by the State Water Resources Control Board pertaining to PFAS  
Number of potential cases: 1
- 21. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**  
Property: Airline Operating and Lease Agreement - San Diego International Airport Agency  
Negotiator: Kim Becker, Scott Brickner, John Dillon, Kathy Kiefer, Amy Gonzalez  
Negotiating Parties: Alaska Airlines, Allegiant Airlines, American Airlines, British Airways, Delta Airlines, FedEx, JetBlue Airlines, Southwest Airlines, United Airlines  
Under Negotiation: price and terms of payment
- 22. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer

**23. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957  
Title: General Counsel

**24. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957  
Title: Chief Auditor

The Board reconvened into Open Session at 11:31 a.m. Chairman Boling announced that they would continue with the agenda, but would go back into Closed Session to finish the items.

*Board Member West left the meeting and Ex-Officio Board Member's Binn and Dockery arrived to the meeting at 11:35 a.m.*

**PRESENTATIONS:**

**A. SAN DIEGO FORWARD: THE 2021 REGIONAL PLAN – A BOLD NEW VISION IN 5 BIG MOVES:**

Hasan Ikhata, Executive Director, SANDAG; Coleen Clementson, Director of Special Projects, SANDAG; and Ray Major, Chief Economist, SANDAG; provided a presentation on a Bold New Transportation Vision in 5 Big Moves that included Emerging Technologies, Worsening Congestion, The Law of the Land, A Bold New Vision, Where People Live and Work, Foundation for Bold New Vision, Transit Leap, Mobility Hubs, Flexible Fleets, Next OS, Downtown Employment Center, Travel Time from Downtown Employment Center, Kearny Mesa Employment Center, and What's Next.

Board Member Desmond stated that the SANDAG Board had not weighed in on any of the information in this presentation, but would be receiving the presentation tomorrow morning where they planned on shaping a strategy to move the plan forward.

Board Member Kersey recommended providing real-life examples of similar systems to help the public better understand the plan.

Board Member Desmond stated that since this plan aims to take only 10% of drivers off the road, a balanced plan that includes road money is needed to accommodate the 90% of travelers still on the highway system.

**REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:**

- **AUDIT COMMITTEE:** None.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** None.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** None.
- **FINANCE COMMITTEE:** Board Member Schiavoni reported that on July 1 the Committee met and reviewed the eleven months ended Unaudited Financial Statements and the Investment Report as of May 31, 2019.

## **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:** None.
- **ART ADVISORY COMMITTEE:** Lauren Lockhart, Manager, Arts Program, reported that on June 25 the Committee met and heard updates on the Arts Master Plan, Temporary Exhibition and Performing Arts Program, and the Airline Support Building Public Art Opportunity. She stated that in celebration of Comic-Con, the Arts Program has scheduled eight unique concerts in both terminals between Tuesday and Friday of next week to welcome travelers.

## **LIAISONS**

- **CALTRANS:** Board Member Binns reported that there is a new CALTRANS Secretary, David Kim, and new interim-Director, Bob Franzoia.
- **INTER-GOVERNMENTAL AFFAIRS:** Matt Harris, Director, Government Relations, reported that in June, Authority staff provided airport tours to the Authority Board's new ex-officio member, Gayle Miller, who is now serving as the Chief Deputy Director for Policy at the California Department of Finance as well as a briefing and tour to staff from the office of Representative Juan Vargas. He reported that Authority staff provided Airport Development Plan updates to staff from the offices of Assemblymembers Lorena Gonzalez, Todd Gloria, and Shirley Weber, as well as staff from the office of Representative Susan Davis. He also stated that Authority staff provided Councilmember Jen Campbell's staff with a briefing on the Authority's Quieter Home Program. He reported that on June 27, the California Air Resources Board voted to require the State's largest airports to convert their fixed-route shuttle buses to zero-emission vehicles by 2035. He stated that the Airport Authority has already taken the first steps to transition its fleet to zero-emission vehicles with the anticipated arrival of 26 electric shuttles within the next 12 months.
- **MILITARY AFFAIRS:** Board Member Dockery reported that the Miramar Airshow is ten weeks away and that the Marine Corps has a new Commandant, General David Berger.
- **PORT:** Chairman Boling reported that the Committee met on June 24 where the discussion centered on keeping good quality communication open between the Port and Airport leadership.
- **WORLD TRADE CENTER:** None.

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG BOARD OF DIRECTORS:** Chairman Boling reported that at the last meeting, the Board adopted SANDAG's FY 2020 Program Budget and received the annual report from the Independent Taxpayer Oversight Committee. She reported that she and Ms. Becker attended a press conference at SANDAG's offices where San Diego Mayor Kevin Faulconer, SANDAG Chair Steve Vaus, and a representative of the U.S. Navy announced the signing of a Memorandum of Understanding between the

Navy and SANDAG allowing continued discussions on the development of the NAVWAR site.

- **SANDAG TRANSPORTATION COMMITTEE:** Board Member Schiavoni reported that the Committee received an update on the Plug-in San Diego program, which develops resources and tools and identify ongoing barriers to electric vehicle adoption and EV charging infrastructure deployment, including future funding opportunities for regional programs. She reported that the program will assist SANDAG in crafting the vision for the 2021 Regional Plan. She also reported that the Committee reviewed and approved the proposed FY 2020 operating budgets for the Metropolitan Transit System and North County Transit District. She reported that the Committee also received the required triennial performance audits of the region's transit operators in which the auditors found that all operators were in full or partial compliance with PUC requirements for transit operators. She also reported that the Committee received an informational presentation regarding autonomous vehicles and other fast evolving transportation modes.

Board Member Desmond recommended and Chairman Boling agreed to schedule the autonomous vehicle presentation for a future Board meeting.

- **SCAG AVIATION TASK FORCE:** None.

**CHAIR'S REPORT:** Chairman Boling reported that on July 2, the Authority held a press conference and luncheon to announce the new Airport Operating Lease Agreement (AOLA). She reported that the AOLA is a huge step forward as work continues with our regional partners on potential transportation and transit connection improvements to the airport. She also reported that on June 10-12, she attended the 2019 ACI-NA Business of Airports Conference along with Board Member's Schumacher and West as well as President/CEO, Kimberly J. Becker. She reported that the conference focused on helping airports and stakeholders better understand the evolving airport business model, with sessions covering various topics: concessions management, financial management, workforce planning, and new trends in aeronautical and non-aeronautical revenue. She also reported that during the close of the Conference, the Authority's Chief Financial Officer, Scott Brickner, was named ACI-NA's 2019 Finance Professional of the Year for Large Airports.

**PRESIDENT/CEO'S REPORT:** Kimberly J. Becker, President/CEO, reported that beginning October 4, Swoop Airlines, announced seasonal service between San Diego and Edmonton, Alberta (Canada) and San Diego to Abbotsford, British Columbia (Canada). She reported that they will operate three times weekly on Tuesdays, Fridays and Sundays through April 24, 2020. She also reported that to provide more options for travelers since the addition of Alaska Airlines and increased passenger traffic, SSP America has opened three new temporary food and beverage concessions in Terminal 2 East, Dunkin Express, Ballast Point bar and Jet Box (grab-n-go kiosk). She reported that permanent concessions are under way and expected to open in 2020. She also reported that our external auditors, BKD, were on site last week to conduct preliminary audit work for the June 30 fiscal year end. She reported that they will return to complete the audit in late August through early September with the audited financial reports anticipated to be presented to the Audit Committee on November 4 and to the Board on December 5. She also reported that Einstein Bros. Bagels, operated by Mission Yogurt Inc., was named an Ocean Friendly Restaurant (OFR) by the Surfrider Foundation.

**NON-AGENDA PUBLIC COMMENT:** None.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**11. PUBLIC EMPLOYEE COMPENSATION: DISCUSSION AND POSSIBLE ACTION CONCERNING THE COMPENSATION OF THE PRESIDENT/CEO:**

Kurt Gering, Director, Talent, Culture, and Capability, provided a handout with the June 2019 Executive Compensation Benchmarking results provided by Marsh & McLennan Companies. He stated that the Authority engaged Marsh & McLennan Companies to conduct a compensation benchmark survey in association with the update to the Authority's Compensation Philosophy. He stated that the survey shows that the current salary for Kimberly J. Becker, President/CEO is out of alignment with the market benchmark and the Authority's Compensation Philosophy. He stated that to focus on internal equity and maintain market parity, there may be an opportunity to adjust the base salary of the President/CEO.

RECOMMENDATION: The Board will be discussing and possibly taking action to amend the compensation of the President/Chief Executive Officer.

**ACTION: Moved by Board Member Kersey and seconded by Board Member Schiavoni to authorize the Board Chair to execute an amendment to the employment contract of the President/CEO effecting a one-time base wage adjustment to the median of the market of \$344,500 effective July 1, 2019. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher; NO – None; ABSENT – Cox, West (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 11:31 a.m. In regards to items 22, 23, and 24, Board Member Desmond reported that on May 30, 2019 the Executive Personnel and Compensation Committee and today the Board met with the President/CEO, General Counsel, and Chief Auditor to evaluate performance and productivity for FY 2019 and discuss goals for FY 2020.

In regards to item 22, Board Member Desmond reported that it was determined that Kimberly J. Becker, President/CEO, has delivered results exceeding the performance goals on behalf of the organization.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Schiavoni to award the President/CEO a 8% one-time stipend. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher; NO – None; ABSENT – Cox, West; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

In regards to item 23, Board Member Desmond reported that it was determined that Amy Gonzalez, General Counsel, has delivered results exceeding the performance goals on behalf of the organization.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Schiavoni to approve a 7% increase to the General Counsel’s base wage and a 3% one-time stipend. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher; NO – None; ABSENT – Cox, West; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

In regards to item 33, Board Member Desmond reported that it was determined that Lee Parravano, Chief Auditor, has delivered results exceeding the performance goals on behalf of the organization.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Schiavoni to approve a 4% increase to the Chief Auditor’s base wage and a 4% one-time stipend. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, Schumacher; NO – None; ABSENT – Cox, West; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

*The Board recessed at 12:26 p.m. and reconvened at 12:29 p.m.*

**CLOSED SESSION (CONTINUED):** The Board recessed into Closed Session at 12:30 p.m. to discuss Item 19.

**REPORT ON CLOSED SESSION (CONTINUED):** The Board adjourned out of Closed Session at 1:18 p.m. There was no reportable action.

**GENERAL COUNSEL REPORT:** None.

**BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:**

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting adjourned at 1:18 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 5<sup>TH</sup> DAY OF SEPTEMBER, 2019.

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Acceptance of Board and Committee Members Written Reports on Their Attendance at Approved Meetings and Pre-Approval of Attendance at Other Meetings Not Covered by the Current Resolution**

### **Recommendation:**

Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

### **Background/Justification:**

Authority Policy 1.10 defines a “day of service” for Board Member compensation and outlines the requirements for Board Member attendance at meetings.

Pursuant to Authority Policy 1.10, Board Members are required to deliver to the Board a written report regarding their participation in meetings for which they are compensated. Their report is to be delivered at the next Board meeting following the specific meeting and/or training attended. The reports (Attachment A) were reviewed pursuant to Authority Policy 1.10 Section 5 (g), which defines a “day of service”. The reports were also reviewed pursuant to Board Resolution No. 2009-0149R, which granted approval of Board Member representation for attending events and meetings.

The attached reports are being presented to comply with the requirements of Policy 1.10 and the Authority Act.

***The Board is also being requested to pre-approve Board Member attendance at meetings of the multi-agency policy group addressing off-airport roadway access and the Ad Hoc Ground Transportation Committee.***

### **Fiscal Impact:**

Board and Committee Member Compensation is included in the FY 2020 Budget

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/AUTHORITY CLERK

**A. BOLING**

AUG 19 2019

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Board Services

Period Covered: July 2019

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
C. APRIL BOLING		7/31/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 1, 2019 Time: 9:00 am Location: Airport	Exec./Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 11, 2019 Time: 10:00 am Location: Airport	Board/ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 12, 2019 Time: 9:00 am Location: SANDAG	SANDAG Board of Directors Policy Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 26, 2019 Time: 8:30 am Location: SANDAG	SANDAG Board of Directors Business Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 

AUG 28 2019

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

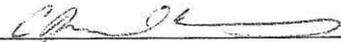
Board Services

Period Covered: August 2019

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
C. APRIL BOLING		8/28/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 26, 2019 Time: 9:00 am Location: Airport	Exec./Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 29, 2019 Time: 10:00 am Location: Airport	Exec. Personnel Comp. Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 

**J. DESMOND**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

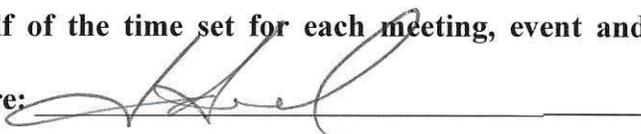
Period Covered: April - Aug 2019

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Jim Desmond		8-29-19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>APRIL 4, 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>BOARD Meeting</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>APRIL 25, 2019</u> Time: <u>10 AM</u> Location: <u>SDIA</u>	<u>Exec Pac Comp Committee</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>MAY 2, 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>BOARD Meeting</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>MAY 30, 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>BOARD Meeting / EXEC Comp meeting</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>JULY 1<sup>ST</sup>, 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>SPECIAL BOARD Meeting</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>JULY 11<sup>TH</sup> 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>BOARD Meeting</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>Aug 29, 2019</u> Time: <u>9 AM</u> Location: <u>SDIA</u>	<u>EPCL</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: \_\_\_\_\_



**M. KERSEY**

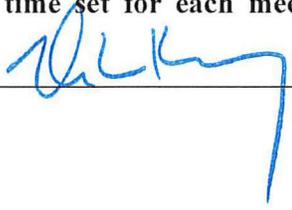
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Period Covered: July 2019

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Mark Kersey		7/22/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 1, 2019 Time: 9:00 am Location: 3225 N Harbor Drive	Executive/Finance and Special Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 11, 2019 Time: 10:00 am Location: 3225 N Harbor Drive	Board / ALUC Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 

AUG 28 2019

Board Services

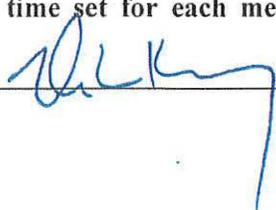
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Period Covered: August 2019

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Mark Kersey		8/29/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 26, 2019 Time: 9:00 am Location: 3225 N Harbor Drive	Exec/ Finance and Special CIPOC Meetings
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 29, 2019 Time: 10:00 am Location: 3225 N Harbor Drive	Executive Personnel and Compensation Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 

**P. ROBINSON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Period Covered: 7/31/19

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Robinson		7/1/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 7/1/19 Time: 9:00 a.m. Location: SDCRAA Bd Rm.	Special Bd Mtg / Exec. Finance Mtgs
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 7/2/19 Time: 11:00 a.m. Location: SDCRAA Bd Rm	AOLA Press Conference / Lunch
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 7/11/19 Time: 10:00 a.m. Location: SDCRAA Bd Rm.	SDCRAA Bd / ALVC Mtgs.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Period Covered: 8/31/19

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
P. ROBINSON		8-30-19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/26/19 Time: 9:00 a.m. Location: SDARA Bd Rm	Exec./Finance Mtg 11:00
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/29/19 Time: 9:00 a.m. Location: SDARA OFFICES	Mtg w/ David Coleman BKD Auditor
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: P. Robinson

**J. SCHIAVONI**

AUG 21 2019

Board Services

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

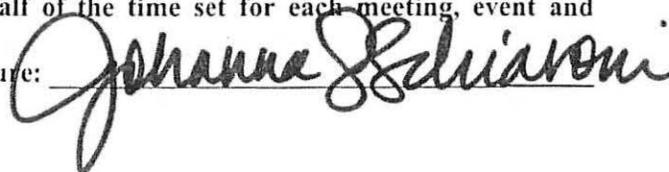
Period Covered: 7/11/2019-8/5/2019

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Johanna S. Schiavoni		8/20/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 11, 2019 Time: 10:00 am Location: SDCRAA	SDCRAA Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 19, 2019 Time: 9:00 am Location: SANDAG	SANDAG Transportation Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: July 30, 2019 Time: 11:00 am Location: City Hall	Meet with staff of San Diego Mayor (A. Granda and P. Bouteller)
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 5, 2019 Time: 1:00 pm Location: various	SANDAG Transportation Committee Tour and Briefing re Mid-Coast Trolley Construction Project
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: \_\_\_\_\_



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

Period Covered: 8/26-8/29/2019

SDCRAA  
AUG 29 2019  
Board Services

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Johanna S. Schiavoni		8/29/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 26, 2019 Time: 9:00 am Location: SDCRAA	SDCRAA Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 29, 2019 Time: 10:00 am Location: SDCRAA	SDCRAA Executive Compensation and Personnel Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: Johanna Schiavoni

**M. SCHUMACHER**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

SDCRAA

JUL 23 2019

Period Covered: July 1-31, 2019

Board Services

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Michael Schumacher		7/1/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 1, 2019 Time: 9:00 am Location: SDCRAA Office	SDCRAA Executive and Finance Committee/BOD
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 11, 2019 Time: 10:00 am Location: SDCRAA Office	SDCRAA BOD meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: Michael Schumacher Digitally signed by Michael Schumacher  
Date: 2017.03.29 08:32:08 -07'00'

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary**

'AUG 27 2019

Board Services

Period Covered: August 1-31, 2019

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
Michael Schumacher		8/1/19
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 26, 2019 Time: 9:00 am Location: SDCRAA Office	SDCRAA Executive and Finance Committee/BOD
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

**Signature:** Michael Schumacher Digitally signed by Michael Schumacher  
Date: 2017.03.29 08:32:08 -0700'

**STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

**Subject:**

**Awarded Contracts, Approved Change Orders from, June 17, 2019 through August 11, 2019 and Real Property Agreements Granted and Accepted from June 17, 2019 through August 11, 2019**

**Recommendation:**

Receive the Report:

**Background/Justification:**

Policy Section Nos. 5.01, Procurement of Services, Consulting, Materials, and Equipment, 5.02, Procurement of Contracts for Public Works, and 6.01, Leasing Policy, require staff to provide a list of contracts, change orders, and real property agreements that were awarded and approved by the President/CEO or her designee. Staff has compiled a list of all contracts, change orders (Attachment A) and real property agreements (Attachment B) that were awarded, granted, accepted, or approved by the President/CEO or her designee since the previous Board meeting.

**Fiscal Impact:**

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission. Amount to vary depending upon the following factors:

1. Contracts issued on a multi-year basis; and
2. Contracts issued on a Not-to-Exceed basis.
3. General fiscal impact of lease agreements reflects market conditions.

The fiscal impact of each reported real property agreement is identified for consideration on Attachment B.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following:

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Inclusionary Policy requirements were included during the solicitation process prior to the contract award.

**Prepared by:**

JANA VARGAS  
DIRECTOR, PROCUREMENT

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 17, 2019 to August 11, 2019**

**New Contracts**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
6/18/2019		Reed Business Information Inc.	The Contractor will provide web-based Aviation Industry data services.	RFP	Marketing and Air Service Development	\$215,000.00	5/31/2022
6/21/2019		Britton Neubacher	The Artist will participate in the "2019 Temporary Exhibition: Force of Nature" at San Diego International Airport.	RFP	Marketing & Air Service Development	\$500.00	7/31/2020
7/15/2019		AirProjects, Inc.	The Contractor will provide consulting services for the Authority's concession program.	Informal RFP	Revenue Generation and Partnership Development	\$49,000.00	6/25/2021
7/18/2019		SSI, Inc.	The Contractor will provide a hosted security and safety training system to train existing security badge holders and new applicants working at the Airport to meet TSA regulatory requirements. SSI developed and implemented the approved system currently in place; and is their intellectual property.	Sole Source	Aviation Security & Public Safety	\$350,850.00	6/30/2022
7/19/2019		Raphael's Party Rentals, Inc.	The Contractor will provide on-call special event rental services at the San Diego International Airport.	Informal RFP	Procurement	\$60,000.00	8/31/2022
7/26/2019		Laing Construction Communications, LLC, dba ThreeSixty Public Strategies	The Contractor will provide advisory and advocacy services related to policy issues at the local and regional level.	RFP	Government Relations	\$700,000.00	6/30/2022
7/26/2019		California Strategies & Advocacy LLC	The Contractor will provide advisory and advocacy services related to policy issues at the local and regional level.	RFP	Government Relations	\$675,000.00	6/30/2022
7/31/2019		Sentry Control Systems, LLC	The Contractor will provide extended warranty maintenance, service and support of the parking technology systems utilized for the Parking Plaza at San Diego International Airport. Sentry Controls Systems, LLC is the only authorized service provider for the systems currently in place.	Sole Source	Ground Transportation	\$575,395.00	5/31/2022

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 17, 2019 to August 11, 2019**

**New Contracts Approved by the Board**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
5/13/2019		SITA Information Networking Computing USA, Inc.	The contract was approved by the Board at the February 7, 2019 Board Meeting. The Contractor will install, configure and maintain a hosted common use system in Terminal 2 East, and Terminal 2 West and provide technical support at San Diego International Airport.	RFP	IT&S	\$11,705,500.00	4/30/2024
5/13/2019		BKD, LLP	The contract was approved by the Board at the April 4, 2019 Board Meeting. The Contractor will provide services for the required financial audits of the Authority.	RFP	Accounting	\$950,000.00	5/30/2022
6/16/2019		S&L Specialty Construction, Inc.	The contract was approved by the Board at the May 2, 2019 Board Meeting. The Contractor will provide sounds attenuation services for the Quieter Home Program Phase 10, Group 1, multi-family and single family residential properties.	RFB	Quieter Home Program	\$1,394,641.00	5/20/2020
7/26/2019		Katz & Associates Inc.	The contract was approved by the Board at the July 11, 2019 Board Meeting. The Contractor will provide public relations strategic counsel to executive management on issues impacting the Authority.	RFP	Government Relations	\$3,850,000.00	7/31/2022

## Attachment "A"

## AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 17, 2019 to August 11, 2019

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / - )	New Contract Value	New End Date
5/17/2019		Emagine Digital, Inc.	The 1st Amendment extends the term of the agreement by ninety (90) days to allow time to execute a new agreement for large format printing services at San Diego County Regional Airport Authority. There is no increase in compensation.	Procurement	\$100,000.00	\$0.00	0%	\$100,000.00	7/13/2019
6/27/2019		Sundt Construction, Inc.	The 3rd Amendment revises the language in the Airport Support Facilities (ASF) agreement. There is no increase in compensation.	ADC	\$150,103,880.00	\$0.00	0%	\$150,103,880.00	8/19/2020
7/1/2019		Austin Faure	The 1st Amendment increases the total compensation amount by \$15,000 to allow time to execute a new agreement for video production and creative services at San Diego International Airport. There is no increase in compensation.	Marketing & Air Service Development	\$49,500.00	\$15,000.00	30%	\$64,500.00	12/31/2019
7/10/2019		Pacific Rim Mechanical Contractors, Inc.	The 1st Amendment revises the maintenance schedule to include storm water preventative maintenance service; add additional HVAC equipment and controls; add additional monthly scheduled maintenance fees for new facilities, systems and related services. There is no increase in compensation	Facilities Management	\$11,748,444.00	\$0.00	0%	\$11,748,444.00	7/29/2021
7/26/2019		NV5, Inc.	The 1st Amendment extends the term of the agreement by sixty (60) days to allow the contractor to complete an on-going FAA study before the on-call survey consulting services agreement expires. There is no increase in compensation	Facilities Development	\$2,000,000.00	\$0.00	0%	\$2,000,000.00	3/30/2020
7/30/2019		HID Global Safe, Inc.	The 1st Amendment reflects the Contractor's legal name change from Quantum Secure, Inc. to HID Global SAFE, Inc. for Identity Management System. There is no increases in compensation.	Aviation Security & Public Safety	\$662,476.00	\$0.00	0%	\$662,476.00	11/30/2020
7/30/2019		Clarity Ventures, Inc.	The 1st Amendment increases the total compensation amount by \$50,000. The additional funds are for website development and system support assistance, software/module updates or optimizations and troubleshooting complex issues that may arise with the Authority's Intranet and Internet websites.	I&TS	\$49,920.00	\$50,000.00	100%	\$99,920.00	9/30/2020

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN May 13, 2019 to June 16, 2019

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / -)	New Contract Value	New End Date
8/7/2019		Loren Smith, dba Loren Smith Productions	The 1st Amendment extends the term of the agreement by 90 (days) to allow time to execute a new agreement for performing arts production and programming specialist services at San Diego International Airport.	Marketing & Air Service Development	\$195,000.00	\$0.00	0%	\$195,000.00	11/12/2019

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 17, 2019 to August 11, 2019**

**Amendments and Change Orders Approved by the Board**

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / -)	New Contract Value	New End Date
6/25/2019		SP Plus Corporation	The 3rd Amendment was approved by the Board at the April 4, 2019 Board Meeting. This 3rd Amendment increases the total compensation amount by \$14,623,277 to accommodate the integration of fourteen (14) new buses and associated staff and operational cost increases; and revises the scope of work to increase the per mile rate; and increase the annual management fee for rental car center bus operations services at San Diego International Airport.	Ground Transportation	\$30,376,723.00	\$14,623,277.00	48%	\$45,000,000.00	12/31/2020

**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM JUNE 17, 2019 through AUGUST 11, 2019**



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
7/2/19 to 12/31/2024	LE-0998	Fastrack Rent A Car DBA Nu Car Rental	off-airport rental car agreement	Off Airport	Rental Car Operation	N/A	\$100 MMG and 10% of gross receipts	N/A



**Real Property Agreement Amendments and Assignments**

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
6/21/2019	LE-0670	HG-CV-Epicure-Martinez San Diego JV	Sixth Amendment to I Concession Lease Package 2	Terminals 1 and 3	Operation of Retail Concessions	N/A	N/A	Amendment to revise Street Pricing Language under Section 4.05 E and Section 8.03
6/21/2019	LE-0671	HG-CV-Epicure-Martinez San Diego JV	Sixth Amendment to I Concession Lease Package 7	Terminals 1 and 4	Operation of Retail Concessions	N/A	N/A	Amendment to revise Street Pricing Language under Section 4.05 E and Section 8.04
6/28/2019	LE-0657	Host International, Inc.	Sixth Amendment to Concession Lease Package 1	Terminals 1 and 2	Operation of a Food and Beverage Concession	N/A	N/A	Amendment to revise Street Pricing Language under Section 4.05 E and Section 8.04
6/28/2019	LE-0658	Host International, Inc.	Fifth Amendment to Concession Lease Package 1	Terminals 1 and 2	Operation of a Food and Beverage Concession	N/A	N/A	Amendment to revise Street Pricing Language under Section 4.05 E and Section 8.04

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**September 2019 Legislative Report**

### **Recommendation:**

Adopt Resolution No. 2019-0072, approving the September 2019 Legislative Report.

### **Background/Justification:**

The Authority's Legislative Advocacy Program Policy (Policy 1.60) requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A). The September 2019 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. In directing staff, the Authority Board may take a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations and functions.

### **State Legislative Action**

The Authority's legislative team does not recommend that the Board adopt any new positions on state legislation.

### **Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position on H.R. 3791 (Massie).

H.R. 3791 would remove the Federal cap on the Passenger Facility Charge (PFC).

### **Fiscal Impact:**

Not applicable.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

MATT HARRIS  
DIRECTOR, GOVERNMENT RELATIONS

RESOLUTION NO. 2019 – 0072

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE SEPTEMBER 2019  
LEGISLATIVE REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport and plans for necessary improvements to the regional air transportation system in San Diego County, including serving as the responsible agency for airport land use planning within the County; and

WHEREAS, the Authority has a responsibility to promote public policies consistent with the Authority’s mandates and objectives; and

WHEREAS, Authority staff works locally and coordinates with legislative advocates in Sacramento and Washington, D.C. to identify and pursue legislative opportunities in defense and support of initiatives and programs of interest to the Authority; and

WHEREAS, under the Authority’s Legislative Advocacy Program Policy, the Authority Board provides direction to Authority staff on pending legislation; and

WHEREAS, the Authority Board, in directing staff, may adopt positions on legislation that has been determined to have a potential impact on the Authority’s operations and functions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the September 2019 Legislative Report (“Attachment A”); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5th day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

September 2019 Legislative Report

State Legislation

New Assembly Bills

There are no new Assembly bills to report.

Assembly Bills from Previous Report

Legislation/Topic

**AB 245 (Muratsuchi) – California Aerospace and Aviation Commission**

Background/Summary

AB 245 would establish a 17-member California Aerospace and Aviation Commission (Commission) within the Governor’s Office of Business and Economic Development. The Commission would serve as a central point of contact for businesses engaged in the aerospace and aviation industries, and support the health and competitiveness of these industries in California. AB 245 would require the Commission to make recommendations on legislative and administration action that may be necessary or helpful to maintain or improve the state’s aerospace and aviation industries and would require the Commission to report and provide recommendations to the Governor and State Legislature.

Anticipated Impact/Discussion

Although this legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport (SDIA), if the bill were enacted, the Authority’s legislative team would work with the California Airports Council to identify any potential opportunities to engage with the Commission on actions that could impact California airports.

**Status:** 06/19/19 – This bill passed the Senate Business, Professions and Economic Development Committee on an 8 – 0 vote and is now in the Senate Government Organization Committee.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

### **Legislation/Topic**

#### **AB 456 (Chiu) – Public Contracts: Claim Resolution**

### **Background/Summary**

In 2016, legislation passed to create various requirements regarding the formation, content, and enforcement of state and local contracts. That legislation incorporated a clause establishing until January 1, 2020, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project against a public entity. AB 456 would remove the January 1, 2020, repeal date, thus making this claim resolution process permanent.

### **Anticipated Impact/Discussion**

The Airport Authority opposed the original legislation that created this law in 2016 due to the law's negative impacts on the Airport Authority's contracting process. Existing law creates opportunities for delay, conflict, and additional costs for airport projects. If enacted, this bill would remove the repeal of this law in 2020, making these negative impacts permanent.

**Status:** 06/24/19 – This bill passed the Senate Judiciary on a 9 – 0 and is now on the Suspense File in the Senate Appropriations Committee.

**Position:** Oppose (04/04/19)

### **Legislation/Topic**

#### **AB 880 (Oberholte) – Transportation Network Company Driver Background Checks**

### **Background/Summary**

Existing law requires a transportation network company (TNC) to conduct a local and a national criminal background check for each participating driver. A TNC is prohibited from contracting with a driver who is a registered sex offender, has been convicted of any terrorism-related felonies or any violent felonies, or has been convicted in the past seven years of any misdemeanor assault, battery, domestic violence, driving under the influence of drugs or alcohol, or any of a specified list of felonies. As amended, AB 880 would delete inaccurate cross-references to sections specified in existing law.

### **Anticipated Impact/Discussion**

This amended bill is not expected to directly impact San Diego International Airport.

**Status:** 08/19/19 – Re-referred to the Assembly Communications and Conveyance Committee.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1112 (Friedman) – Motorized Scooters**

## **Background/Summary**

AB 1112 would authorize a local agency, as defined, to regulate motorized scooters by assessing limited penalties for moving or parking violations involving the use of motorized scooters. This bill would also allow a local authority to regulate scooter share operators by requiring a scooter share operator to pay fees that do not exceed the reasonable cost to the local authority of regulating the scooter share operator. The local authority would also be authorized to require a scooter share company to provide the local authority with trip data for all trips starting or ending within the jurisdiction of the local authority and would prohibit the disclosure of the information pursuant to public records requests received by the local authority.

## **Anticipated Impact/Discussion**

This bill could benefit San Diego International Airport (SDIA) by providing the Airport Authority with additional enforcement tools to deter unsafe motorized scooter operations at or near SDIA.

**Status:** 06/19/19 – Re-referred to the Senate Transportation Committee.

**Position:** Watch (05/02/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1184 (Gloria) – Public Records: Writing Transmitted by Electronic Mail**

#### **Background/Summary**

Under the California Public Records Act, public agencies are required to make public records available for inspection, subject to certain exceptions. The law defines public records to include any writing containing information relating to the conduct of the public's business including writing transmitted by electronic mail. In addition to requiring public agencies to disclose these records, they must also adopt regulations outlining the procedures to be followed when making these records available. AB 1184 would require public agencies to retain every writing transmitted by electronic mail for a period of at least 2 years, regardless of whether they fall under the definition of "public records," as defined.

#### **Anticipated Impact/Discussion**

If enacted, the Airport Authority would need to amend its retention schedule as well as its current process of automatically deleting emails that are not considered public records after one year in order to accommodate the provisions set forth in the bill.

**Status:** 08/12/19 – This bill is currently on the Suspense File in the Senate Appropriations Committee.

**Position:** Watch (04/04/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1190 (Irwin) – Unmanned Aircraft: State and Local Regulations**

#### **Background/Summary**

AB 1190 would prohibit a state or local agency from adopting any law or regulation that bans the operation of an unmanned aircraft system. This bill would also include the operation of small unmanned aircraft systems within the definition of hazardous recreational activity for purposes of public entity liability. Existing law provides a local public entity or employee immunity as to any person engaging in hazardous recreational activity and for damage to an unmanned aircraft while the local entity or employee is providing emergency services. Additionally, AB 1190 would authorize a state or local agency to adopt regulations to enforce a requirement that a small unmanned aircraft system be properly registered under existing federal regulations and authorize a state or local agency to require proof of such registration from an unmanned aircraft operator.

#### **Anticipated Impact/Discussion**

This bill could benefit San Diego International Airport (SDIA) by providing the Airport Authority with enforcement tools to deter unsafe unmanned aircraft system operations at or near SDIA. However, this bill would also prohibit the Airport Authority, the City of San Diego, or other governmental entities from banning the operation of unmanned aircraft on or near airport property or in the flight path.

**Status:** 06/19/19 – To the Senate Rules Committee for assignment.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1263 (Low) – Peer-to-Peer Car Sharing**

#### **Background/Summary**

As amended, AB 1263 would require specified disclosures to be made in a peer-to-peer car sharing contract. The bill would also authorize a peer-to-peer car sharing program to only enter into a contract with a licensed driver, as specified, and make such programs responsible for any equipment installed in participating vehicles for the purpose of facilitating car sharing transactions. AB 1263 would authorize airports to regulate access and use by peer-to-peer car sharing vehicles as well as requiring peer-to-peer car sharing programs and participants to be insured.

#### **Anticipated Impact/Discussion**

If enacted, the amended AB 1263 would allow the Airport Authority to regulate peer-to-peer car sharing programs doing business on Airport property. The Airport Authority's Ground Transportation Department would, therefore, need to update San Diego International Airport's (SDIA) permitting rules and regulations to incorporate the aforementioned programs. Further, SDIA's Airport Traffic Officers would need to be made aware of such programs and trained accordingly.

**Status:** 04/29/19 – This bill is now a 2-year bill and no further action will be taken during this legislative session.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1277 (Oberholte) – Transportation Projects: Oversight Committees**

#### **Background/Summary**

AB 1277 would require a public agency administering a transportation project with total estimated development and construction costs exceeding \$1 billion to take specified actions to manage the risks associated with the project. These actions include establishing a comprehensive risk management project, regularly assessing reserves for potential claims and unknown risks, and establishing a project oversight committee composed of specified individuals to review the project and perform other specified duties. The public agency would be required to provide annual reports to the oversight committee which would be required to provide annual reports to the California Transportation Commission until the year following the project's completion.

#### **Anticipated Impact/Discussion**

San Diego International Airport's (SDIA) Airport Development Plan (ADP) does not meet the project criteria set forth in this bill and thus this bill's risk management requirements would not apply to that project. The Authority's legislative team will closely monitor the development of this bill language for any potential impact to SDIA or the Airport Authority.

**Status:** 03/20/19 – Re-referred to the Assembly Transportation Committee.

**Position:** Watch (05/02/19)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**AB 1332 (Bonta) – Sanctuary State Contracting and Investment Act**

**Background/Summary**

This bill would enact the Sanctuary State Contracting and Investment Act, which would prohibit a state or local agency from entering into a new, amended, or extended contract or agreement with any person or entity that provides a federal immigration agency with any data broker, extreme vetting, or detention facilities services, as defined, unless the state or local agency has made a finding that no reasonable alternative exists, as specified.

**Anticipated Impact/Discussion**

If enacted, this bill could affect the Airport Authority's contract with Customs and Border Protection (CBP), which could disrupt operations at San Diego International Airport and potentially conflict with federal regulations.

**Status:** 05/16/19 – Held in Committee. No further action is expected on this bill during the current legislative session.

**Position:** Watch (05/02/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1360 (Ting) – Food Retail Establishments: Third-Party Food Delivery**

#### **Background/Summary**

AB 1360 would define a food delivery platform as a business engaged in the service of online food ordering and delivery from food retail establishments to a consumer, and would require a food delivery platform and food delivery driver to ensure that food is transported during delivery in a manner that meets specified food safety requirements. The bill would require a food delivery driver to obtain a food handler card, and would prohibit a food delivery driver from making any stops, except when necessary for rest, fuel, or vehicle repair, during the process of delivery, as defined.

AB 1360 would also prohibit a food retail establishment from selling or otherwise transferring any food for delivery to a consumer through the use of a food delivery platform unless it maintains liability insurance for all deliveries made by a food delivery platform through a food delivery driver or ensures that the food delivery platform assumes liability, has necessary liability insurance to protect against any liability to a consumer, and is in compliance with the requirements described above.

#### **Anticipated Impact/Discussion**

This bill was amended and no longer impacts San Diego International Airport or the Airport Authority.

**Status:** 08/12/19 – This bill is currently on the Suspense File in the Senate Appropriations Committee.

**Position:** Watch (04/04/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1413 (Gloria) – Local Transportation Authorities: Transactions and Use Taxes**

## **Background/Summary**

Existing law provides for the consolidation of certain regional transportation planning, programming, and related functions in San Diego County from various existing agencies and authorizes those agencies to impose transactions and use taxes for transportation purposes within their respective jurisdictions, subject to voter approval and other requirements. AB 1413 would authorize a local transportation authority (the San Diego Association of Governments (SANDAG), the San Diego County Regional Transportation Commission, the San Diego Metropolitan Transit System (MTS), and the North County Transit System (NCTD)) to impose a tax applicable to only a portion of its county if 2/3 of the voters voting on the measure within the portion of the county to which the tax would apply vote to approve the tax. The bill would also require that the tax revenue be spent within, or for the benefit of, the portion of the county to which the tax would apply. The bill would prohibit an authority from entering into a construction contract for over \$1,000,000 that would be partly or wholly financed through a tax applicable to only a portion of the county unless the entity provides to each agency an enforceable commitment that the entity and its subcontractors will use a skilled and trained workforce to all work on the project.

## **Anticipated Impact/Discussion**

This bill could provide the Authority's regional transportation partners with the ability to propose taxes that would be voted upon by the residents of and assessed solely within specific areas of the county in which system improvements (transit, roadways, and other transportation-related facilities) would be built. Depending on the projects and areas involved, the bill could facilitate financing for projects that improve access to San Diego International Airport for passengers, employees, and other airport users.

**Status:** 08/12/19 – This bill passed the Senate Governance and Finance Committee on a 7 – 3 vote, and is now on the Senate Floor.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**AB 1433 (Diep) – Transportation Network Companies (TNC)**

**Background/Summary**

AB 1433 is a placeholder (spot bill) making nonsubstantive changes to the Passenger Charter-party Carriers' Act, which provides regulation of charter-party carriers of passengers and includes requirements for liability insurance coverage, background checks, and other regulations pertaining to TNCs and their drivers.

**Anticipated Impact/Discussion**

The Authority's legislative team will closely monitor the development of this bill language for any potential impact on San Diego International Airport (SDIA) and the Airport Authority's future ground transportation operations.

**Status:** 02/25/19 – Read first time

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1730 (Gonzalez) – Regional Transportation Plans: San Diego Association of Governments (SANDAG): Housing**

## **Background/Summary**

Under current law, certain transportation agencies, including SANDAG, are required to prepare and adopt a regional transportation plan. This regional transportation plan must include a sustainable communities strategy, among other things, and must be updated every five years. AB 1730 would extend the deadline for SANDAG to update its regional transportation plan until December 31, 2021. This bill would also allow SANDAG's 2015 regional transportation plan, sustainable communities strategy, and environmental impact report to remain in effect for these two years until the new plan is adopted. Current law also requires each local government to review the housing element of its general plan and revise that element in accordance with certain schedules. AB 1730 would require a local government within SANDAG's jurisdiction to adopt its sixth revision to its housing plan by April 30, 2021 and adopt its seventh revision no later than 18 months after the adoption of SANDAG's updated regional transportation plan.

## **Anticipated Impact/Discussion**

This bill, if enacted, is not expected to directly impact operations at San Diego International Airport (SDIA). However, the Airport Authority works closely with SANDAG to achieve our common goal of optimizing San Diego's transportation network in a way that best meets the needs of our community. This bill allows SANDAG the opportunity to accomplish that goal.

**Status:** 06/19/19 – The bill passed the Senate Environmental Equality Committee on a 6 – 0 vote and is now on the Senate Floor.

**Position:** Support (04/17/2019)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1782 (Chau) – Automated License Plate Recognition Systems**

#### **Background/Summary**

Existing law requires an Automated License Plate Recognition (ALPR) end-user, as defined, to implement a usage and privacy policy regarding that ALPR information, as specified. Existing law requires that the privacy policy include the length of time ALPR information will be retained, and the process the ALPR end-user will utilize to determine if and when to destroy retained ALPR information. AB 1782, as amended, would require that the privacy policy include a procedure to ensure the destruction of all non-anonymized ALPR information no more than 60 days from the date of collection, except as provided. The bill would also require the privacy policy to include a procedure to ensure that all ALPR information that is shared with an outside entity be anonymized, as defined, to protect the privacy of the license plate holder.

#### **Anticipated Impact/Discussion**

As an ALPR end-user, as defined, the Airport Authority would need to incorporate these new requirements into its ALPR privacy policy.

**Status:** 06/12/19 – Referred to the Senate Judiciary Committee.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 1818 (Stone) – State Government: Customer Facility Charge Audit**

#### **Background/Summary**

Existing law authorizes airports to require rental car companies to collect a customer facility charge or an alternative customer facility charge under specified circumstances for purposes that include financing, designing, and constructing airport vehicle rental facilities and common-use transportation systems. The law requires that the aggregate amount to be collected not exceed the reasonable costs, as determined by an independent audit paid for by the airport, to finance, design, and construct those facilities. The law also requires additional audits, with respect to an alternative customer facility charge, when the airport increases that charge and requires an audit every 3 years where the revenues from that alternative charge are used for certain purposes. Copies of these audits, as well as certain annual information as to an alternative charge, are required to be provided to specified legislative committees and posted on the airport's internet website. AB 1818 would instead require that the reasonable cost audits and audits related to an increase in an alternative charge be reported only to the Senate Committee on Judiciary and also posted on the airport's internet website. The bill would also eliminate the requirement that the 3-year audits and the annual information with respect to an alternative charge be provided to specified legislative committees.

#### **Anticipated Impact/Discussion**

If enacted, this bill would streamline the audit reporting process by reducing the number of hard copies the Airport Authority is required to submit to the Legislature, while still making the information accessible electronically. Recent amendments to do not impact the Airport Authority or San Diego International Airport (SDIA).

**Status:** 08/22/19 – This bill passed the Senate Judiciary Committee on a 9 – 0 vote, and is now on the Senate Floor.

**Position:** Support (04/04/19)

\*Shaded text represents new or updated legislative information

## **New Senate Bills**

There are no new Senate bills to report.

## **Senate Bills from Previous Report**

### **Legislation/Topic**

#### **SB 507 (Atkins) – San Diego Unified Port District: Trust Lands**

### **Background/Summary**

Current law authorizes the establishment of the San Diego Unified Port District for the acquisition, construction, maintenance, operation, development, and regulation of harbor works and improvements for the harbor of San Diego and for the promotion of commerce, navigation, fisheries, and recreation. This bill would grant in trust to the district certain additional tidelands and submerged lands held by the state within the San Diego Bay, subject to certain terms and conditions, as specified.

### **Anticipated Impact/Discussion**

Although this legislation is not expected to impact San Diego International Airport (SDIA) or the Airport Authority, the Authority's legislative team will closely monitor the development of this bill language for any potential impact to SDIA or the Airport Authority.

**Status:** 08/22/19 – This bill passed the Assembly Appropriations Committee on a 17 – 0 vote and is now on the Assembly Floor.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **SB 615 (Hueso) – Public Records Disclosure**

#### **Background/Summary**

The California Public Records Act, when it appears to a superior court that certain public records are being improperly withheld from a member of the public, requires the court to order the officer or person charged with withholding the records to disclose the public record or show cause why they should not do so. The act requires the court to award court costs and reasonable attorney's fees to the requester if the requester prevails in litigation filed pursuant to these provisions, and requires the court to award court costs and reasonable attorney's fees to the public agency if the court finds that the requestor's case is clearly frivolous. SB 615 would require a person to meet and confer in good faith with the agency in an attempt to informally resolve each issue before instituting any proceeding for injunctive or declarative relief or writ of mandate.

The bill would require that in order for a requester to prevail in litigation related to the act, the trial court must find by a preponderance of the evidence that an agency knowingly, willfully, and without substantial justification failed to respond to a request for records, improperly withheld from a member of the public records that were clearly subject to public disclosure, unreasonably delayed providing the contents of a record subject to disclosure in part or in whole, improperly assessed a fee upon a requester that exceeded the direct cost of duplication, or otherwise did not act in good faith to comply with these provisions.

#### **Anticipated Impact/Discussion**

Because the bill would require a person or entity requesting public records to take measures to resolve a conflict informally before asking a court to intervene, the bill could have a positive impact on the Authority.

**Status:** 03/13/19 – No further action is expected to be taken on this bill during the 2019 session.

**Position:** Watch (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **SB 648 (Chang) – Unmanned Aircraft Systems: Accident Notification**

#### **Background/Summary**

SB 648 would require, except as specified, the operator of an unmanned aircraft system (UAS) involved in an accident resulting in injury to an individual or damage to property to immediately land the UAS at the nearest location that will not jeopardize the safety of others and to provide certain information to the injured individual or the owner or person in charge of the damaged property, or place that information in a conspicuous place on the damaged property.

#### **Anticipated Impact/Discussion**

The bill is not expected to directly impact San Diego International Airport.

**Status:** 06/27/19 – Re-referred to the Senate Transportation Committee.

**Position:** Watch (03/14/19)

## **Federal Legislation**

### **New House Bills**

#### **Legislation/Topic**

### **H.R. 3791 (Massie) – Investing in America: Rebuilding America’s Airport Infrastructure Act**

#### **Background/Summary**

H.R. 3791 would remove the federal cap on the Passenger Facility Charge (PFC), which currently set at \$4.50. In exchange for removing the PFC cap, the bill proposes to reduce Airport Improvement Program funding by \$400 million annually and eliminate funding entitlements for large hub airports.

#### **Anticipated Impact/Discussion**

The Passenger Facility Charge Program allows commercial airports controlled by public agencies to collect up to \$4.50 for every eligible passenger. Airports use these fees to fund FAA-approved projects, including those that enhance safety, security or capacity; reduce noise; or increase air carrier competition. This bill would allow airports the flexibility to set the PFC and these fees could be used to fund FAA-approved projects, including infrastructure upgrades that improve the overall passenger experience. This bill could provide additional funding for San Diego International Airport infrastructure development projects.

**Status:** 07/18/19 – The bill was referred to the Subcommittee on Aviation.

**Position:** Support

\*Shaded text represents new or updated legislative information

## **House Bills from Previous Report**

### **Legislation/Topic**

**H.R. 1108 (DeFazio) – Aviation Funding Stability Act of 2019**

### **Background/Summary**

H.R. 1108 would provide funding from the Airport and Airway Trust Fund for all Federal Aviation Administration (FAA) activities in the event of a Government shutdown. This would only apply to funds not otherwise appropriated and would be available on the first day of a lapse in appropriations and end on the date that the regular appropriation bill for that fiscal year becomes law.

### **Anticipated Impact/Discussion**

This bill would help minimize the impact of another government shutdown on the Airport Authority and San Diego International Airport by ensuring that there would be no disruption in FAA operations due to a lack of appropriations.

**Status:** 03/27/19 – The bill is before the full House for consideration.

**Position:** Support (03/14/19)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **H.R. 1171 (DeFazio) - Funding for Aviation Screeners and Threat Elimination Restoration (FASTER) Act**

## **Background/Summary**

In 2013, Congress started diverting one-third of the revenue collected from airline passenger security fees to be deposited into the general fund of the Treasury. In Fiscal Year 2019, an estimated \$1.36 billion will be diverted away from aviation security and used for unrelated government spending. H.R. 1171 would repeal the requirement to divert funds, and ensure that passenger security fees are used for aviation security purposes. H.R. 1171 would also give the Transportation Security Administration (TSA) access to September 11 Security Fee revenue in the event of a lapse in appropriations. This means that, in the event of another government shutdown, TSA would be able to continue paying its officers.

## **Anticipated Impact/Discussion**

Giving TSA access to the full amount of airline passenger security fee revenue would allow TSA to invest in new equipment as well as hire additional staff to better serve passengers, airlines, and airports, including San Diego International Airport (SDIA). This bill would also help minimize the impact of another government shutdown on SDIA by ensuring that there would be no disruption in TSA operations due to a lack of appropriations.

**Status:** 03/04/19 Referred to the House Committee on Homeland Security's Subcommittee on Transportation and Maritime Security.

**Position:** Support (03/14/19)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**H.R. 976 (Lynch) – Air Traffic Noise and Pollution Expert Consensus Act of 2019**

**Background/Summary**

H.R. 976 would require the Federal Aviation Administration (FAA) to enter into arrangements with the National Academies of Sciences, Engineering, and Medicine to provide a report on the health impacts of air traffic noise and pollution caused by aircraft flying over residential areas.

**Anticipated Impact/Discussion**

This bill would not directly impact operations at San Diego International Airport (SDIA), however, the information collected by the study may be useful in helping the community and the Airport Authority assess any environmental and health impacts of air traffic noise and pollution.

**Status:** 02/07/19 – Referred to House Committee on Transportation & Infrastructure Subcommittee on Aviation

**Position:** Support (03/14/19)

\*Shaded text represents new or updated legislative information

## **New Senate Bills**

There are no new House bills to report.

## **Senate Bills from Previous Report**

### **Legislation/Topic**

#### **S. 563 (Duckworth) – Transportation Infrastructure Finance and Innovation Act (TIFIA) for Airports**

### **Background/Summary**

S. 563 would allow eligible airport-related projects to participate in the TIFIA program which provides credit assistance in the form of direct loans, loan guarantees, and standby lines of credit to projects of national or regional significance.

### **Anticipated Impact/Discussion**

If enacted, the Airport Authority could apply for loans through the TIFIA program to pay for certain projects related to the Airport Development Plan (ADP). These loans would significantly decrease the Airport Authority's interest expenses and thus reduce the total cost of the ADP.

**Status:** 02/26/19 – Read twice and referred to the Committee on Environment and Public Works

**Position:** Support (05/02/19)

### **Legislation/Topic**

#### **S. 1004 (Peters) – Securing America's Ports of Entry Act of 2019**

### **Background/Summary**

S. 1004 would fully staff United States Ports of Entry by requiring Customs and Border Protection (CBP) to hire no less than 600 additional officers per year until CBP's staffing needs are met. This bill also authorizes CBP to hire support staff to perform non-law enforcement administrative duties in support of CBP Officers.

### **Anticipated Impact/Discussion**

If enacted, this bill would help ensure that the CBP Offices at San Diego International Airport (SDIA) are always fully staffed, and avoid potential reassignments to other ports of entry, thus allowing daily operations at SDIA to continue as normal.

\*Shaded text represents new or updated legislative information

**Status:** 06/19/19 – The bill is before the full Senate for consideration.

**Position:** Support (05/02/19)

**Legislation/Topic**

**S. 1710 (Cornyn) – Airport Infrastructure Resources Security Act of 2019**

**Background/Summary**

This bill would prohibit funds made available under the Federal Aviation Administration's Airport Improvement Program from being provided to entities that have violated the intellectual property rights of United States entities.

**Anticipated Impact/Discussion**

While this bill is not anticipated to have a direct impact on operations at San Diego International Airport (SDIA), the Authority's legislative team will monitor the development of the bill language for any potential impacts to SDIA or the Airport Authority.

**Status:** 06/04/19 – Read twice and referred to the Senate Committee on Commerce, Science and Transportation Senate.

**Position:** Watch

\*Shaded text represents new or updated legislative information

**STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

**Subject:**

**Appointments to Board Committees, Liaison Positions, Other Representative and Alternate Positions**

**Recommendation:**

Adopt Resolution No. 2019-0073, appointing Board Member Paul Robinson as the alternate advisory member to the SANDAG Board of Directors.

**Background/Justification:**

On October 26, 2018, the SANDAG Board of Directors approved adding a representative of the San Diego County Regional Airport Authority Board to the SANDAG Board of Directors as an advisory member. On November 1, 2018 the Board appointed Chairman Boling as the Authority's primary member.

Pursuant to California Code Regulation Section 18702.5, *Materiality Standard: Financial Interest in a Personal Financial Effect*, the Authority is now required to post on its website, an F.P.P.C. Form 806 (See Exhibit A), listing all paid appointed positions on boards, committees, or commissions of a public agency, prior to the appointments being made.

It is recommended that the Board appoint Board Member Robinson as the Airport Authority's alternate advisory member to the SANDAG Board of Directors.

**Fiscal Impact:**

Legislation limits compensation for Board Members to \$200 per day of service, with a maximum of eight (8) days per month. Adequate funds for Board Member compensation are included in the Authority Board Department adopted FY 2020 and conceptually approved FY 2021 Operating Expense Budgets.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not Applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/AUTHORITY CLERK

Agency Report of:  
Public Official Appointments

A Public Document

<b>1. Agency Name</b> San Diego County Regional Airport Authority Division, Department, or Region (If Applicable)  Designated Agency Contact (Name, Title) Tony Russell, Director, Board Services/Authority Clerk		<b>California Form 806</b> For Official Use Only
Area Code/Phone Number 619-400-2550	E-mail trussell@san.org	Page <u>1</u> of <u>1</u> Date Posted: <u>8/29/19</u> <small>(Month, Day, Year)</small>

**2. Appointments**

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
SANDAG Board of Directors	▶ Name <u>Robinson, Paul</u> <small>(Last, First)</small>  Alternate, if any _____ <small>(Last, First)</small>	▶ <u>09 / 05 / 19</u> <small>Appt Date</small>  <u>5 mos.</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name _____ <small>(Last, First)</small>  Alternate, if any _____ <small>(Last, First)</small>	▶ <u>  /  /  </u> <small>Appt Date</small>  _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>
	▶ Name _____ <small>(Last, First)</small>  Alternate, if any _____ <small>(Last, First)</small>	▶ <u>  /  /  </u> <small>Appt Date</small>  _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>
	▶ Name _____ <small>(Last, First)</small>  Alternate, if any _____ <small>(Last, First)</small>	▶ <u>  /  /  </u> <small>Appt Date</small>  _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>

**3. Verification**

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Tony R. Russell    Tony R. Russell    Authority Clerk    8/19/19  
Signature of Agency Head or Designee    Print Name    Title    (Month, Day, Year)

Comment: \_\_\_\_\_

RESOLUTION NO. 2019-0073

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPOINTING BOARD MEMBER PAUL ROBINSON AS THE ALTERNATE ADVISORY MEMBER TO THE SANDAG BOARD OF DIRECTORS

WHEREAS, on October 26, 2018, the SANDAG Board of Directors approved adding a representative of the San Diego County Regional Airport Authority Board to the SANDAG Board of Directors as an advisory member; and

WHEREAS, on November 1, 2018 the Board appointed Chairman Boling as the Authority's advisory member to the SANDAG Board of Directors; and

WHEREAS, the Board wishes to appoint Board Member Robinson as the alternate advisory member to the SANDAG Board of Directors; and

WHEREAS, pursuant to California Code Regulation Section 18702.5, *Materiality Standard: Financial Interest in a Personal Financial Effect*, the Authority is now required to post on its website F.P.P.C. Form 806, listing all the paid appointed positions on boards, committees, or commissions of a public agency; and

WHEREAS, in accordance with the requirements of the California Code of Regulations §18702.5, F.P.P.C. Form 806 outlining the appointments to boards, commissions, and committees, was posted on the Authority website with the staff report.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the appointment of Board Member Robinson as the alternate advisory member to the SANDAG Board of Directors as indicated in "Attachment A".

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA), Pub. Res. Code §21065; and is not a "development" as defined by the California Coastal Act, Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## San Diego County Regional Airport Authority Board Committee, Liaison and Representative Appointments

### STANDING COMMITTEES

<b>Executive Committee</b>		
<i>Hold Monthly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>April Boling (Chair)</b>	July 2016	
Paul Robinson (Vice Chair)	February 2018	January 2020
Michael Schumacher	February 2018	January 2020
<b>Finance Committee</b>		
<b>Greg Cox (Chair)</b>	February 2019	January 2020
Robert T. Lloyd	February 2019	January 2020
Johanna Schiavoni (Vice Chair)	February 2019	January 2020
Mark West	February 2019	January 2020
<b>Audit Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Paul Robinson (Chair)</b>	February 2019	January 2020
Robert T. Lloyd	February 2019	January 2020
Johanna Schiavoni	February 2019	January 2020
Mark West	February 2019	January 2020
Andrew Hollingworth*	July 2019	June 2022
Jack Van Sambeek*	July 2018	June 2021
Don Tartre* (Vice Chair)	July 2017	June 2020
<small>*Public Members Added Pursuant to Public Utilities Code §170018</small>		
<b>Executive Personnel and Compensation Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Jim Desmond (Chair)</b>	February 2019	January 2020
April Boling (Vice Chair)	February 2019	January 2020
Greg Cox	February 2019	January 2020
Mark Kersey	February 2019	January 2020
<b>Capital Improvement Program Oversight Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Mark Kersey (Chair)</b>	February 2019	January 2020
April Boling	February 2019	January 2020
Michael Schumacher	February 2019	January 2020
Paul Robinson (Vice Chair)	February 2019	January 2020

# San Diego County Regional Airport Authority Board Committee, Liaison and Representative Appointments

## REPRESENTATIVES (EXTERNAL)

<b>SANDAG BOARD OF DIRECTORS</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>April Boling (Primary)</b>	January 2019	January 2020
Paul Robinson (Alternate)	September 2019	January 2020
<b>SANDAG Transportation Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Johanna Schiavoni (Primary)</b>	January 2019	January 2020
Michael Schumacher (Alternate)	January 2019	January 2020
<b>SCAG Aviation Task Force</b>		
<b>April Boling (Primary)</b>	December 2018	January 2020
<b>World Trade Center</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason	February 2019	January 2020

## REPRESENTATIVES (INTERNAL)

<b>Authority Advisory Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Paul Robinson (Primary)</b>	February 2019	January 2020
Johanna Schiavoni (Alternate)	February 2019	January 2020
<b>Art Advisory Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason	February 2019	January 2020

## LIAISONS

<b>Military Affairs</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Col. Dockery	February 2019	January 2020
<b>Port</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
April Boling (Primary)	February 2019	January 2020
Greg Cox	February 2019	January 2020
Paul Robinson	February 2019	January 2020
<b>Caltrans</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Cory Binns	February 2019	January 2020
<b>Inter-Governmental Affairs</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Greg Cox	February 2019	January 2020

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Rescind Resolution No. 2009-0149R and Adopt a New Resolution for the Pre-Approval of Board Member Participation and Representation of the Authority at Meetings, Trainings and Events**

### **Recommendation:**

Rescind Resolution No. 2009-0149R and Adopt Resolution No. 2019-0074, pre-approving Board Member participation and representation of the Authority at meetings, trainings and events.

### **Background/Justification:**

California Public Utilities Code §170017 and Authority Policy 1.10 define “day of service” for Board member compensation and outline the requirements for Board member attendance at meetings. In order to be eligible for compensation, a Board Member must be present for at least half of the time set for the meeting, or for the duration of the meeting, whichever is less. (Public Utilities Code §170017(a)). Resolution No. 2009-0149R authorized Board Member participation and representation of Authority at meetings and events. Certain meetings, events and hearings require pre-approval of the Board in order for attendance to be eligible for compensation. The Board has previously pre-approved attendance at certain identified organizations and has delegated pre-approval authority to the President/CEO and/or the Board’s Chairman by Resolution No. 2009-0149R. It is recommended that the list of pre-approved meetings eligible for compensation be expanded.

Board Members also attend meetings and events of other public entities not included in the previously pre-approved list of meetings at the request of Authority staff. Where Authority staff requests attendance by a Board Member to a meeting or event affecting the Authority, it is recommended that attendance be pre-approved and eligible for compensation.

A form entitled “Board Member Event/Meeting Report Summary” and procedures have been developed to assist Board Members with reporting their attendance at meetings, events, hearings and training (“meeting”).

The form permits Board Members to report the date, a summary of the meeting and any supporting documentation for each meeting attended that qualifies as a compensated “day of service” as defined by Public Utilities Code §170017, Authority Policy 1.10 and Board Resolution 2009-0149R. No more than eight (8) meetings and/or events per month shall be eligible for compensation. A Board Member shall be present for at least half of the time set for the meeting, or for the duration of the meeting, whichever is less, in order to be eligible for compensation. (Public Utilities Code §170017(a)).

It is recommended that the list of events and meetings organized by or involving other organizations be expanded to include the following:

- Metropolitan Transit System
- North County Transit District
- San Diego County Water Authority
- Department of Defense (All Branches)

It is also recommended that attendance at Ad Hoc Committees created by the Board to officially represent the Board and Board Member attendance at official meetings with the President/CEO, General Counsel or Chief Auditor be pre-approved provided a written report is submitted to the Board at the next meeting of the Board of Directors.

Approval by the Board of this report and accompanying Resolution will expand the list of pre-approved meetings for which Board member attendance may be compensated.

**Fiscal Impact:**

Funds for Board Member compensation are included in the FY 2020 Budget.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan  
  Transform the Customer Journey  
  Optimize Ongoing Business

**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/AUTHORITY CLERK

RESOLUTION NO. 2019-0074

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, RESCINDING RESOLUTION NO.  
2009-0149R AND PRE-APPROVING BOARD  
MEMBER PARTICIPATION AND REPRESENTATION  
OF THE AUTHORITY AT MEETINGS, TRAINING  
AND EVENTS

WHEREAS, Cal. Pub. Util. Code §170017 authorizes Board Member compensation for representing the Authority at certain meetings and events or attending certain training; and

WHEREAS, Board Members are eligible to receive compensation for each “day of service” in an amount not to exceed two hundred dollars (\$200) per day of service, but (1) may not receive compensation for attending more than one meeting, hearing, event, or training program (defined as a “day of service”) during any one day, and (2) may not receive compensation for more than eight (8) days of service during any one month; and

WHEREAS, in order to be eligible for compensation under §170017, a Board Member must be present for at least half of the time set for the meeting, or for the duration of the meeting, whichever is less; and

WHEREAS, §170017 defines six (6) types of meetings, events and training as constituting a “day of service” and eligible for compensation when attended by Board Members:

- (a) attendance at a meeting of the Authority Board or a Board committee conducted pursuant to the Ralph M. Brown Act;
- (b) representation of the Authority at a public event, if the Board has previously approved the member’s representation at a Board meeting and the member delivers a written report to the Board regarding the member’s representation at the next Board meeting following the public event;
- (c) representation of the Authority at a public meeting or a public hearing conducted by another public agency, if the Board has previously approved the member’s representation at a Board meeting and the member delivers a written report to the Board regarding the member’s representation at the next Board meeting following the public meeting or public hearing;

- (d) representation of the Authority at a meeting of a public benefit non-profit corporation on whose board the Authority has membership, if the Board has previously approved the member's representation at a Board meeting and the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the corporation's meeting;
- (e) participation in a training program on a topic that is directly related to the Authority, if the Board has previously approved the member's participation at a Board meeting and the member delivers a written report to the Board regarding the member's participation at the next Board meeting following the training program;
- (f) representation of the Authority at an official meeting, if the Board has previously approved the member's representation at a Board meeting and the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the official meeting; and

WHEREAS, Board Members can be compensated for attending meetings of the Authority Board or Board committee conducted pursuant to the Ralph M. Brown Act, without the need to obtain prior Board approval and without filing a written report at the next Board meeting following such a meeting; and

WHEREAS, in order to receive compensation for attending other events, meetings or training, §170017 requires the Board must previously approve the Board Member's representation, participation or attendance at such events, meetings or training; and

WHEREAS, Board Members are not eligible for compensation for attending meetings with Authority staff (except the President/CEO, General Counsel and Chief Auditor), unless the meeting is also a part of an official meeting of the Authority Board or a Board committee and the meeting is held pursuant to the Ralph M. Brown Act.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby pre-approves Board Member participation and representation of the Authority at meetings, training and events organized by or involving the:

- A Noticed Brown Act meeting of the City Council or a meeting with the Mayor/Chair of the Board of any of the following governmental entities:
  - City of Carlsbad
  - City of Chula Vista
  - City of Coronado

- City of Del Mar
- City of El Cajon
- City of Encinitas
- City of Escondido
- City of Imperial Beach
- City of La Mesa
- City of Lemon Grove
- City of National City
- City of Oceanside
- City of Poway
- City of San Diego
- City of San Marcos
- City of Santee
- City of Solana Beach
- City of Vista
- County of San Diego
- Asian Business Association
- Centre City Development Corporation (“CCDC”)
- Chicano Federation of San Diego County, Inc.
- East County Economic Development Council
- California Coastal Commission
- California Regional Water Quality Control Board (“RWQCB”)
- California High-Speed Rail Authority
- Department of Defense (All Branches)
- Downtown San Diego Partnership
- Hispanic Chamber of Commerce
- Japan Society of San Diego and Tijuana
- Metropolitan Transit System (“MTS”)
- North County Transit District (“NCTD”)
- San Diego Air and Space Museum
- San Diego Association of Governments (“SANDAG”)
- San Diego Building Owners and Managers Association (“BOMA”)
- San Diego Convention and Visitors Bureau (“CONVIS”)
- San Diego Convention Center Corporation
- San Diego County Taxpayers Association
- San Diego County Water Authority
- San Diego Economic Development Corporation (“SDEDC”)
- San Diego Hotel/Motel Association
- San Diego Military Affairs Council
- San Diego North Economic Development Council
- San Diego Regional Chamber of Commerce or a regional chamber of commerce in San Diego County
- San Diego Unified Port District (“SDUPD”)
- San Diego World Trade Center (“WTC”)
- San Marcos Economic Development Council

- South County Economic Development Council
- Southern California Association of Governments (“SCAG”)
- Southern California Regional Airport Authority (“SCRAA”) or its successor organizations

BE IT FURTHER RESOLVED that the Board pre-approves Board Member representation for attending formal public meetings and events held by service and professional organizations, where attendance has been requested and approved by the President/CEO or by the Board Chair, and delegates to the President/CEO and/or the Board Chair the authority to request and approve attendance at such meetings and events to officially represent the Board and Authority; and

BE IT FURTHER RESOLVED that the Board pre-approves Board Member representation for attending a public event or meeting where the Board Member is requested by the Authority’s Public Relations Department, by the President/CEO or by the Board Chair to attend a public meeting of any of the following organizations as an invited speaker: Kiwanis, Lions, Elks Club, Rotary, YMCA, YWCA, Optimists, Masons, Knights of Columbus, Boys and Girls Club or other similar non-profit organization; and

BE IT FURTHER RESOLVED that the Board pre-approves Board Member attendance at meetings of Ad Hoc Committees created by the Board when such meeting is to officially represent the Board and Authority; and

BE IT FURTHER RESOLVED that the Board pre-approves Board Member attendance at official meetings with the President/CEO, General Counsel or Chief Auditor; and

BE IT FURTHER RESOLVED that the Board pre-approves Board Member attendance and/or representation at a public meeting where (a) the Board Member was previously requested to attend by the Chair, the President/CEO, or the President/CEO’s authorized designee, (b) the meeting is a public meeting, (c) the meeting is held after due public notice is given, and (d) the meeting concerns an issue or program directly related to the San Diego International Airport or the Authority; and

BE IT FURTHER RESOLVED that the Board delegates to the Board Chair the power to pre-approve last-minute, necessary attendance at any public meeting of a public body, an official meeting of a local governmental entity or other civic organization provided attendance relates to the business or interests of the Authority or Board; and

BE IT FURTHER RESOLVED that the Board pre-approves Board Member attendance at training sessions to comply with the requirements of Cal. Gov. Code §53232 et seq. ("AB 1234"), to attend the Authority's Academy 101 course upon taking office, to attend one SDCRAA official media training event during a Member's term of office, or to comply with any training required by the state or federal law; and

BE IT FURTHER RESOLVED that Board Member representation and attendance at events, meetings, training and hearings pursuant to the Board's pre-approval procedures specified above QUALIFIES for compensation provided a written report is submitted to the Board regarding the Board Member's attendance or participation at the next meeting of the board of directors following the event, meeting, training or hearing; and

BE IT FURTHER RESOLVED that Resolution No. 2009-0149R is hereby rescinded; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Update to the Compensation Philosophy and Structure**

### **Recommendation:**

Adopt Resolution No. 2019-0075, approving the updated Compensation Philosophy and Structure.

### **Background/Justification:**

A compensation philosophy is a formal statement documenting the competitive pay position the Authority desires to maintain. The purpose of the Authority's Compensation Philosophy is to document the core fundamental objectives that will enable the Authority to attract, retain and motivate qualified employees by rewarding performance that promotes the organization's vision, mission, values, and strategy. It also provides a framework that strives to ensure the consistent and fair application of employee pay practices and decision making across the organization.

Since July 1, 2009, the Authority's compensation strategy and practices have been guided by the Compensation Philosophy and Structure adopted through Board Resolution 2008-0081. To remain effective, a compensation philosophy should be reviewed periodically and updated to reflect factors affecting the business. These include current market conditions, changes in organizational strategy and goals, competitive outlook, operating objectives, and recruiting and retention challenges. In 2018, the Authority engaged the Compensation Consulting Division of Marsh & McLennan Agency to update its Compensation Philosophy & Structure as a result of the following factors:

- Execution of a new strategic plan that evolves SAN's business model to address innovation, revenue generation, and changing customer expectations in the airport environment;
- Attraction and retention of talent with new and highly sought after capabilities required to execute the strategy and sustain operations;
- Increased competition for talent in the labor market and the redefining of the labor markets in which the Authority must compete for required talent;
- Changing workforce demographics; and
- Shifts in the value of employee compensation and rewards packages resulting from the Public Employee Pension Reform Act (PEPRA).

Marsh & McLennan Agency collected and analyzed market data and reviewed the Authority's current benchmarking practices. Two market data sources were utilized. The first was the Airport Council International (ACI) Compensation Survey, conducted by Western Management Group, for the large airports category. The second was the Economic Research Institute (ERI) survey for diversified California Government and State Support Services located in major cities (San Diego, Los Angeles, San Francisco, Sacramento, Orange County, Oakland, and San Jose). Combined, these two data sources reflect the primary defined labor markets in which the Authority currently competes to attract and retain its talent.

The results of the market analysis demonstrate that base salaries for both represented and unrepresented workers are competitive and in alignment with the current Compensation Philosophy, which states they will approximate the third quartile (between the 50<sup>th</sup> – 75<sup>th</sup> percentile). For the unrepresented population, base salaries are at approximately the 55<sup>th</sup> percentile. However, when assessing actual total cash compensation which would include performance based incentives, the unrepresented population lags the market at the 47<sup>th</sup> percentile. In addition, when analyzing the data by functional divisions it is clear that several job families lag the market in both base salaries and actual total cash compensation compared to their peers.

As a result of this analysis, Marsh & McLennan has recommended that the Authority update its Compensation Philosophy and Structure (Attachment A) to better reflect organizational needs and address any potential disparities that may result from the current compensation management practices. Specifically, these recommendations include:

- 1) Adopt a revised Compensation Philosophy statement that is simplified and more transparent. This revised Compensation Philosophy strikes a better balance between external (market) competitiveness and internal equity. It also allows for greater alignment of program design and ongoing administration.
- 2) Maintain the current focus on a competitive benchmark that approximates the third quartile of the defined labor markets in which the Authority competes.
- 3) Retain the flexibility to consider performance based incentives to attract and retain critical talent as workforce emphasis shifts from deferred compensation to cash compensation.
- 4) Leverage transparency to increase employee awareness by sharing the Compensation Philosophy with employees to facilitate greater understanding of how compensation is determined and managed across the Authority.
- 5) Administer the job leveling framework that enhances the hierarchical internal alignment of role expectations and outlines career path opportunities for employees
- 6) Implement the new Compensation Philosophy and Structure effective July 1, 2020. This timeline would allow staff time to update internal systems and reporting to reflect the new structure. This would also allow for any adjustments resulting from the implementation to be integrated in the FY 2021 and FY 2022 Conceptual budget.

Prior to implementation, staff will need to individually slot each unrepresented job in the organization within the new Grade Structure. This effort will be initiated once the Grade Structure is approved by the Authority Board using the market data and a leveling matrix to support internal equity. Based on the market benchmark, the potential financial impacts of this effort will range from a minimum estimated of \$280,000 to a maximum estimate of \$1,100,000. Any actual impacts resulting from the effort would be integrated into the Fiscal Year 2021 and Conceptual 2022 planning process and would come back to the Board as part of the budget approval process.

The Executive Personnel & Compensation Committee forwarded this item to the Board with a recommendation to approve the updated Compensation Philosophy and Structure and associated Resolution.

**Fiscal Impact:**

Adequate funding for the implementation of a new compensation philosophy was not included in the conceptually approved FY2021 Operating Expense Budgets. If the board approves the new Compensation Philosophy and Structure, funding will be included in the proposed FY2021 and conceptual FY2022 Operating Expense Budgets. The potential impact will range from an estimated minimum of \$280,000 to a maximum estimate of \$1,100,000.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan
- Transform the Customer Experience
- Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

KURT GERING  
DIRECTOR, TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2019-0075

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING THE SAN DIEGO  
COUNTY REGIONAL AIRPORT AUTHORITY  
UPDATED COMPENSATION PHILOSOPHY AND  
STRUCTURE

WHEREAS, the San Diego County Regional Airport Authority intends to maintain a competitive total compensation strategy and program; and

WHEREAS, the Authority has experienced significant transition in workforce demographics resulting in changes in both the perceived and actual value of total compensation packages; and

WHEREAS, the Board recognizes that the labor market is dynamic and changing, and that current market conditions and the competitive outlook for new or highly valued skill sets has resulted in recruiting and retention challenges; and

WHEREAS, the Board also wishes to recognize and reward individual strategic contributions toward the accomplishment of the Authority's strategic initiatives, goals, and operating objectives; and

WHEREAS, the Board understands that the Authority needs to maintain a flexible and strategic approach to compensation to allow for the recruitment and retention of a skilled and experienced workforce.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the updated San Diego County Regional Airport Authority Compensation Philosophy and Structure (Exhibit A) which reflects a benchmark to the 50th percentile of the defined labor market for base compensation; and

BE IT FURTHER RESOLVED that the Compensation Philosophy maintains a pay-for performance rewards focus while ensuring the total compensation program stays consistent with business objectives, organizational culture, and within budget parameters; and

BE IT FURTHER RESOLVED to ensure flexibility in recruiting and retention, that the Compensation Philosophy includes market premium and gain sharing incentives in alignment with the total cash benchmarks that may be paid in certain circumstances, when warranted; and

BE IT FURTHER RESOLVED that the Authority's Compensation Philosophy and Structure as set forth in Exhibit A will be effective July 1, 2020 and may be adjusted periodically to maintain alignment with the market benchmarks for the defined job classifications and descriptions that comprise the Authority's workforce; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
COMPENSATION PHILOSOPHY AND STRATEGIES  
Effective MONTH DAY, YEAR**

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The San Diego County Regional Airport Authority (“Authority”) desires to recruit, retain and motivate the highest caliber talent who possess the unique skills needed to support our operational needs. To achieve this objective, compensation programs at the Authority will evolve over time.

The purpose of a compensation philosophy is to ensure compensation programs and the ways in which our employees are rewarded for their performance remain compatible and consistent with the business objectives, management style, our value system, and external market trends.

To ensure that the total compensation program(s) fits the needs and supports the overall business strategy, the Authority has developed a Compensation Philosophy statement to guide the future evolution of the total pay program. This Compensation Philosophy sets forth a number of “guiding principles” which establish a framework for evaluating existing programs and appropriately designing new program elements.

As the Authority formulates its short- and long-term strategy(ies), it is important that the Compensation Philosophy be reviewed periodically to ensure that the pay programs are consistent with the Authority’s business objectives and human resources needs.

**Guiding Principles**

There are six guiding principles that are considered to ensure a close linkage between the Authority’s Compensation Philosophy, its strategic needs, and espoused values. These guiding principles address the following areas:

1. Striving to recruit, retain and motivate the highest caliber talent,
2. Rewarding employees based on pay-for-performance,
3. Ensuring pay programs remain consistent and aligned with business objectives, the leadership style, organization culture, and are fiscally responsible (within Board adopted budget parameters),
4. Guiding the design and administration of total reward program over the long-term and ensuring compliance with statutory requirements,
5. Reviewing on a periodic basis to ensure that the pay programs are consistent with the reward, performance and communication objectives, and

6. Articulating information on pay across the organization to ensure a high level of awareness and understanding by managers and employees

These guiding principles are not intended to be rigid procedures. Rather, they serve to articulate the Authority management's view regarding the general direction that the organization's total compensation program should take in order to best meet the needs of our valued employees and support the overall business. It will also serve as a key communications tool to help reinforce the company's values with its leaders and employees at all levels.

### **Program Design Objectives**

The primary objective of the Authority's compensation strategy and program design is to provide reward and recognition levels to employees consistent with our desired competitive positioning and commensurate with performance achieved. Competitiveness will be measured against the external environment from which we recruit our talented and skilled employees. Equally important is internal equity considerations. Equity means that our programs are designed and administered to be fair and consistent so that all employees have the same opportunity to receive rewards and grow their careers based on their performance.

Therefore, the Authority will promote a pay-for-performance culture by establishing a direct link between business results, individual performance, and the rewards associated with it. The allocation of rewards to employees will be differentiated based on performance in order to focus employee behavior and motivate high levels of contribution.

### **Comparative Pay Framework**

This refers to the type(s) of organizations that are used to determine competitive compensation levels. The logical comparative framework is the type of organization from which the Authority is most likely to recruit talent and to which it is most likely we will lose talent. The framework need not be the same for all categories of jobs and may vary by function and/or organization level. Elements to consider include:

- Geographic recruiting market,
- Organizations with similar missions or business objectives, and
- Organizations that employ people with similar skills, training or experience.

Targeted compensation levels will reflect the multiple and varied labor markets and respective Public and Private sector positions covering all Authority jobs. There may be exceptions and it is understood that there may be case-by-case instances where the Authority may look outside the defined labor market,

including the use of published sources when necessary, to achieve recruitment objectives.

### Target Pay Positioning to Comparative Market

Pay positioning will be primarily aligned to skills, experience, performance, and criticality of role, but it may vary on a case-by-case basis when competitive labor market challenges exist. The following stages of career development and performance will be aligned to various target pay positions:

Job Group	Base Salary	Target Total Cash	Optional Benefits and Perquisites	Target Total Direct	Retirement
Non Leadership Employees	50 <sup>th</sup>	50 <sup>th</sup> – 75 <sup>th</sup>	Offered based on generally common market practice	50 <sup>th</sup> – 75 <sup>th</sup>	PEPRA compliant Defined Benefit Plan
Leadership	50 <sup>th</sup>	50 <sup>th</sup> – 75 <sup>th</sup>		50 <sup>th</sup> – 75 <sup>th</sup>	

### Internal Equity and Consistency

To ensure the program is perceived favorable, the compensation guiding principles will be applied consistently across the Authority. In order to have an internally equitable compensation program, external competitiveness will be balanced by internal equity to drive target pay opportunities. Therefore, the opportunity to receive rewards and career growth opportunities will be reflected in both position responsibilities and the competitive market.

Jobs not used in development of the salary structure will be placed within a grade in the salary structure based upon their internal relationship as determined through the Authority’s standardized job evaluation process.

The compensation structure will be based on market salary data for benchmark job classifications compiled through a valid salary survey source. Placement of individual jobs within the overall salary grade structure will be based on their job evaluation and relative market value.

External obligations, both federal and state, may also influence compensation strategies and program design. For example, the California Public Employees’ Pension Reform Act (PEPRA), which took effect in January 2013, places limits on optional benefits and associated employer contributions.

## **Recognize Strategic Contribution**

In the future, the Authority may consider additional incentive options designed to address recruiting and retention challenges resulting from changes in the regulatory and market environment. These options would be aligned with the above targets for total cash and direct compensation and offset the impacts of defined contribution limits that limit the Authority's ability to achieve its recruiting and retention objectives.

## **Program Transparency & Performance Measurement**

In order for the programs to be effective, employees and managers must possess the level of awareness and understanding of the Compensation Philosophy and programs in which they participate. As a result, managers and employees will receive information on the Authority's Compensation Philosophy and program design to ensure the desired level of awareness and understanding is achieved.

Compensation will be linked to the performance management system(s) to ensure that reward opportunities exist for those employees who produce exceptional results. One of the outcomes of increasing pay transparency is to ensure employee perception of the reward program is favorable and considered fair and equitable. As a part of the overall program design, multiple reward opportunities will exist in which employees may have the opportunity to participate based on availability, performance (both individual and organizational), position level, etc. (e.g., base salary, incentives, benefits, retirement plan(s), etc.). The Talent, Culture & Capability Department will annually issue a statement to all employees reflecting the total value of the compensation and benefits package.

## **Pay Mix**

The compensation programs are designed to support the desired pay-for-performance-based culture. Therefore, employees should have a reasonable amount of their total compensation based on the variable performance of any or all of the following: organization performance, team/business unit performance or individual performance. The amount of variable compensation as a percentage of total compensation will vary based on job level according to internal equity and external market practices.

Eligibility in an incentive plan will be discretionary based on position level and external market practice. Participation in short-term incentive program(s) will be based on achievement of company as well as individual performance.

## **Decision Making Authority**

The Board of Directors will have responsibility for approving a Compensation Philosophy and related Salary Grade Structure. The President & CEO will have

responsibility for determining salary and benefits plans for officers and employees, subject to Policy 3.0 and budgetary approval. The Talent, Culture & Capability Department will have responsibility for program design and ensuring consistent compensation practices and processes are implemented and administered. Guidelines will be established to ensure appropriate consistent application of compensation programs.

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*The Authority's Compensation Philosophy is subject to update and revision to, whenever possible, align organizational work groups pay components (e.g., represented, classified, at-will, as well as contract employees). In the pursuit of this objective, it may be necessary to modify/amend this document to gain alignment. This component is with the understanding that the Authority's preferred method of compensation is pay-for-performance. The goals, objectives and strategies set forth in this plan are subject to budgetary limitations. Nothing contained herein is to be construed as a binding contract.*

## Unrepresented Salary Grade Structure

Effective July 1, 2020

SDCRAA Salary Grade	Salary Grade Range			Midpoint Progression <sup>1</sup>	Range Spread <sup>2</sup>
	Min.	Mid.	Max.		
12	\$195,300	\$253,900	\$312,500	25.0%	60%
11	\$156,200	\$203,100	\$250,000	25.0%	60%
10	\$125,000	\$162,500	\$200,000	20.0%	60%
9	\$104,200	\$135,400	\$166,600	20.0%	60%
8	\$86,800	\$112,800	\$138,800	20.0%	60%
7	\$72,300	\$94,000	\$115,700	20.0%	60%
6	\$60,200	\$78,300	\$96,400	15.0%	60%
5	\$52,400	\$68,100	\$83,800	15.0%	60%
4	\$45,500	\$59,200	\$72,900	15.0%	60%
3	\$39,600	\$51,500	\$63,400	15.0%	60%
2	\$34,500	\$44,800	\$55,100	10.0%	60%
1	\$31,300	\$40,700	\$50,100		60%



WORLD CLASS. LOCAL TOUCH.

# San Diego County Regional Airport Authority Compensation Philosophy and Structure

Authority Board  
September 5, 2019

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# Project Objectives

The following reflect the primary objectives of this project:

- ✓ Refine current Compensation Philosophy to ensure that SDCRAA is able to attract, retain and motivate the best talent
- ✓ Refine the approach to defining jobs and job levels
- ✓ Conduct a competitive assessment of cash compensation
- ✓ Assess the external competitiveness of the salary pay ranges
- ✓ Assess impact of any potential recommendations and work with the Executive Team in developing effective implementation strategies

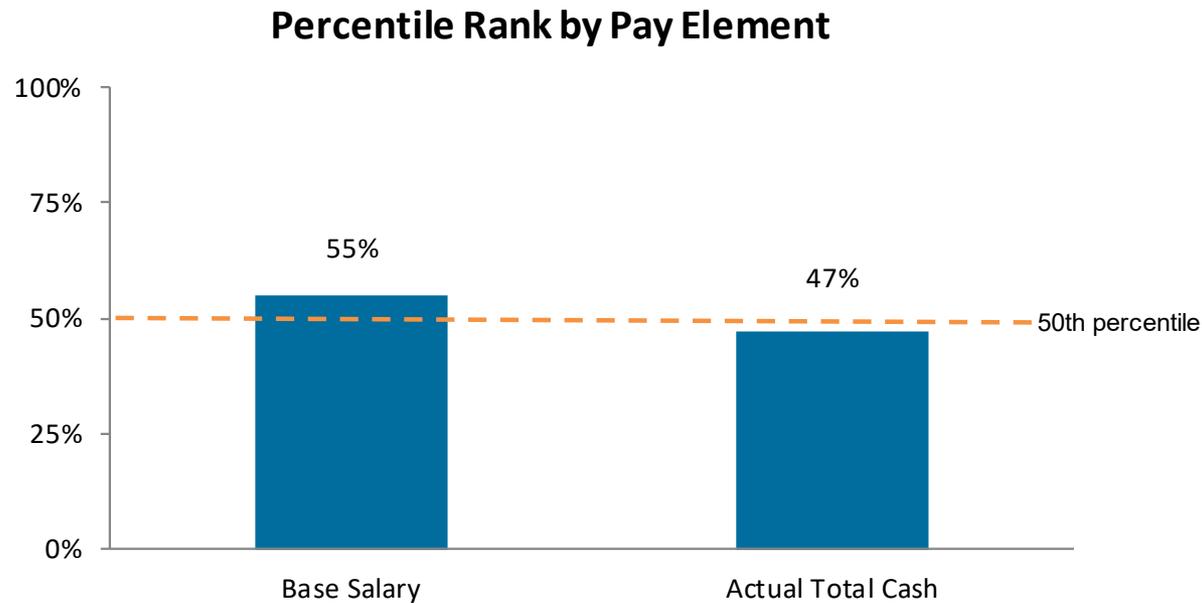
# Assuring an Effective Compensation Philosophy

Guiding Principle	
#1	Striving to recruit, retain and motivate the highest caliber talent.
#2	Rewarding employees based on pay-for-performance.
#3	Ensure pay programs stay consistent and aligned with business objectives, the leadership style, and company culture.
#4	Guiding the design and administration of total reward program over the long-term and ensuring compliance with statutory requirements.
#5	Reviewing on a periodic basis to ensure that the pay programs are consistent with the reward, performance, and communication objectives.
#6	Articulating information on pay across the organization to ensure a high level of awareness and understanding by managers and employees.

# OVERALL FINDINGS

# Overall Summary

- **Base Salary & Actual Total Cash – Unrepresented**
  - Relative to the market:
    - Base salaries are **above** the market median (55<sup>th</sup> percentile).
    - Actual Total Cash levels are **below** the market median (at the 47<sup>th</sup> percentile).



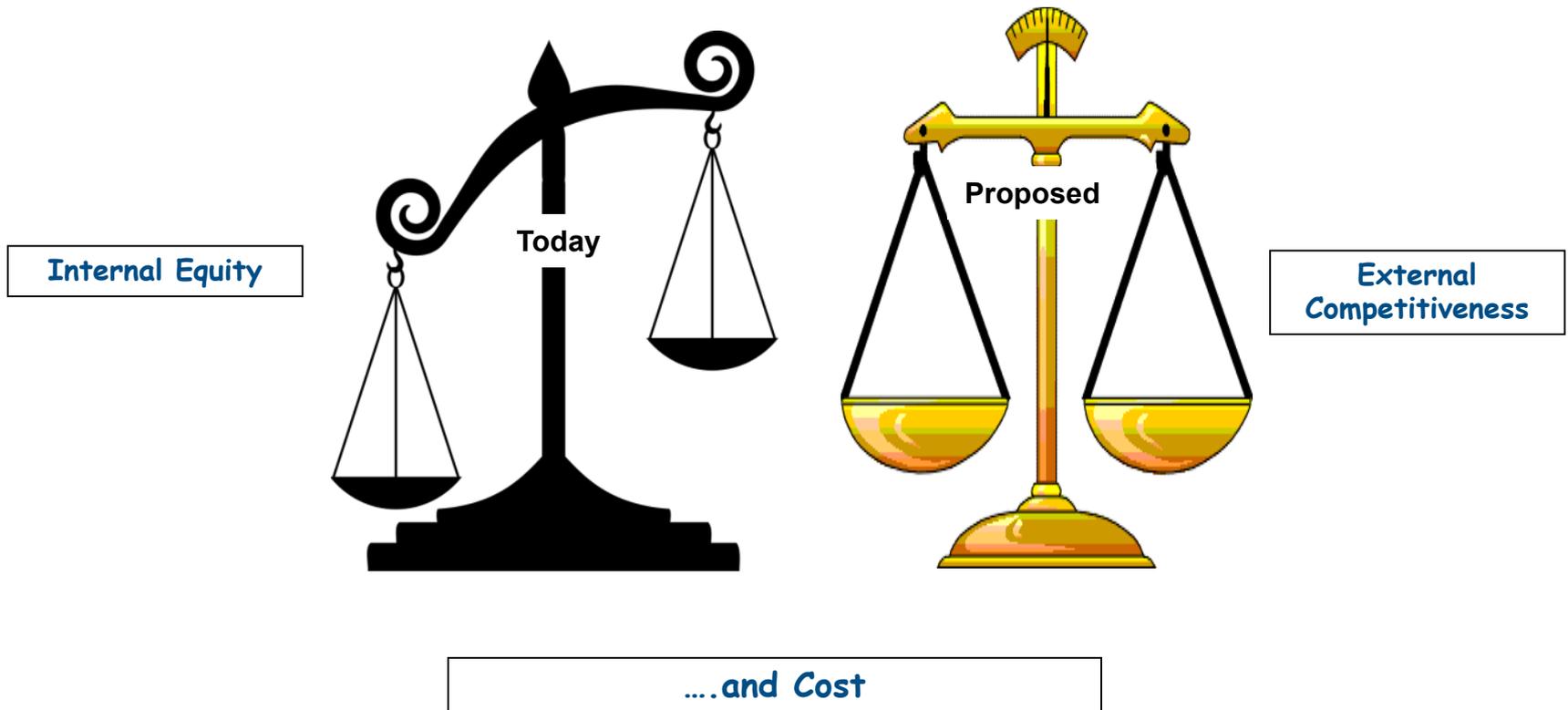
- For pay practices that fall outside of the competitive range, the Company should be in a position to understand and support the reasons.

# **STRUCTURE DEVELOPMENT**

# The Proposed Market-based Approach

- Why it is important
  - Achieve better alignment of program design and ongoing administration with the Compensation Philosophy
  - Create balance in strategic objectives between external competitiveness and internal equity

Maintain Balance in Comp Program Design



# Unrepresented Compensation Structure

- **Proposed Compensation Structure**

- Aligns current practices more closely to market data
- Incorporate salary grade midpoint progression from 10% to 25%:
  - Percentage change from midpoint to midpoint as you progress up the structure
- Incorporate consistent 60% range spread:
  - Increases potential for career growth
  - Increases flexibility for market changes
- Positions are slotted in the new structure based on their respective market median base salary data

Note: This structure excludes Represented positions

# Unrepresented Compensation Structure

- Proposed Compensation Structure

## Salary Structure

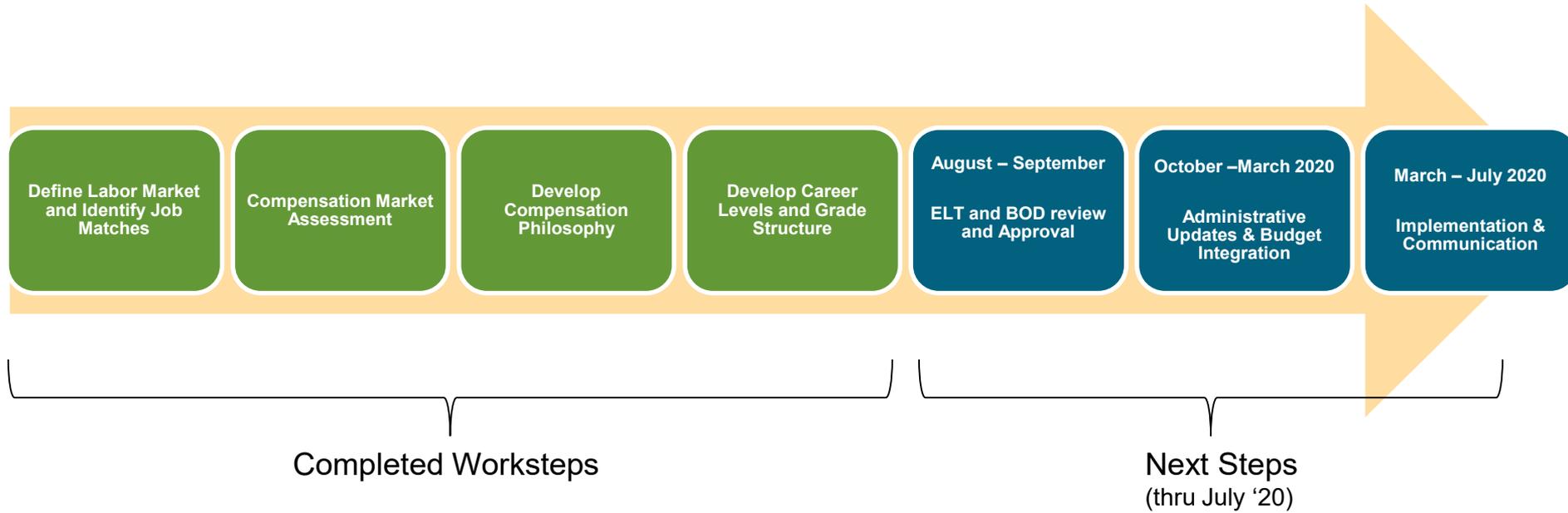
SDCRAA Salary Grade	Headcount	Salary Grade Range			Midpoint Progression <sup>1</sup>	Range Spread <sup>2</sup>	Average Base Penetration	Average Comp Ratio
		Min.	Mid.	Max.				
12	4	\$195,300	\$253,900	\$312,500	25.0%	60%	27%	0.89
11	3	\$156,200	\$203,100	\$250,000	25.0%	60%	17%	0.85
10	10	\$125,000	\$162,500	\$200,000	20.0%	60%	26%	0.89
9	14	\$104,200	\$135,400	\$166,600	20.0%	60%	56%	1.03
8	29	\$86,800	\$112,800	\$138,800	20.0%	60%	54%	1.02
7	39	\$72,300	\$94,000	\$115,700	20.0%	60%	58%	1.04
6	59	\$60,200	\$78,300	\$96,400	15.0%	60%	71%	1.10
5	38	\$52,400	\$68,100	\$83,800	15.0%	60%	56%	1.03
4	18	\$45,500	\$59,200	\$72,900	15.0%	60%	73%	1.11
3	36	\$39,600	\$51,500	\$63,400	15.0%	60%	81%	1.14
2	3	\$34,500	\$44,800	\$55,100	10.0%	60%	>MAX%	1.27
1	4	\$31,300	\$40,700	\$50,100		60%	>MAX%	1.27
--	30	Not Matched						

<sup>1</sup> Midpoint Progression is the percentage increase from one grade midpoint to the midpoint of the next higher grade.

<sup>2</sup> Range Spread is a measure of grade width, calculated as follows:  $(\text{Max} - \text{Min}) / \text{Min}$ .

# **TIMELINE TO IMPLEMENTATION**

# Timeline To Implementation



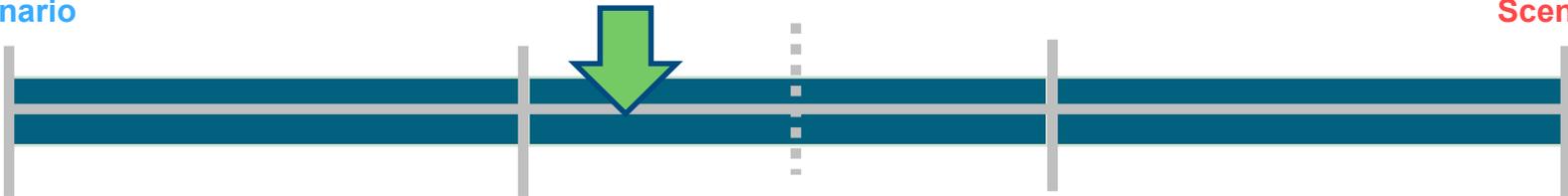
# Cost Analysis

- **Approximate calculations to adjust base salaries relative to the market:**
  - Low Impact Scenario
    - The cost to bring 9 incumbents to market median would be approximately \$280K
  - High Impact Scenario
    - The cost to bring 102 incumbents, including the 9 incumbents in the first scenario, to market median would be approximately \$1.1M.
  - Realistic Impact Scenario
    - Requires a methodical review of each individual position to recognize internal equity.

Low Impact  
Scenario

Realistic Impact Scenario

High Impact  
Scenario



# Recommendation Summary

It is recommended that the Authority adopt an updated Compensation Philosophy and Structure to better reflect organizational needs and address any potential disparities that may exist.

Specifically, these recommendations include:

- Adopt the recommended Compensation Philosophy statement that is simplified and more transparent.
  - The proposed Compensation Philosophy strikes a better balance between external (market) competitiveness and internal equity.
- Maintain the focus on competitive benchmarks that approximate the third quartile of the defined labor markets.
- Retain the flexibility to consider performance based incentives to attract and retain critical talent.
- Leverage transparency to increase employee awareness by sharing the Philosophy with employees to facilitate greater understanding of how compensation is determined.
- Administer the job leveling framework that enhances the hierarchical internal alignment of role expectations and outlines career path opportunities for employees
- Implement the new Philosophy and Structure effective July 1, 2020.
  - This timeline would allow staff time to update internal systems and reporting to reflect the new structure and allow for any adjustments resulting from the implementation to be integrated in the FY 2021 and FY 2022 Conceptual budget.

**The Executive Personnel & Compensation Committee forward the Compensation Philosophy and Structure to the Board with a recommendation to approve.**

# Contact Information

## **ANDY WELT**

Director & Head of Compensation Consulting Division

E-mail: [andy.welt@MarshMMA.com](mailto:andy.welt@MarshMMA.com)

Phone: 858.242.5780

## **AJ JASPE**

Compensation Analyst

E-mail: [aj.jaspe@marshmma.com](mailto:aj.jaspe@marshmma.com)

Phone: +1.858.242.5780



**MARSH & MCLENNAN**  
**AGENCY**

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## STAFF REPORT

Meeting Date: **SEPTEMBER 5, 2019**

### Subject:

**Renewal of the Health & Welfare Benefits Program for 2020**

### Recommendation:

Adopt Resolution No. 2019-0076, approving the renewal of the Health and Welfare Benefits Program for 2020.

### Background/Justification:

The San Diego County Regional Airport Authority (“Authority”) provides a comprehensive health and welfare benefit program designed to attract and retain the talent necessary to successfully execute business strategy and to meet its obligations to eligible First Generation retirees. For calendar year 2020, staff is recommending a renewal of our current program. This recommended renewal for active employees maintains the Authority’s ability to attract and retain top talent while demonstrating fiscal prudence. The recommended employee renewal results in a total estimated Authority cost of \$5,770,635, which represents an increase of 6.3%, or \$339,667, over the 2019 program. This renewal provides an estimated \$246,872 in savings based on the Authority’s budgeted expense for the 2020 calendar year which is incorporated into the Fiscal Year 2020 and Conceptual 2021 operating budget. For First Generation retiree benefits, which are paid through the Authority’s Other Post-Employment Benefits (OPEB) account, a 5% increase or additional \$593,047 is anticipated.

The health and welfare benefit program ensures both employee and retiree participants have access to high quality health care and personal risk mitigation. For employees, the program supports the organization’s position as an Employer of Choice in the San Diego labor market. An Employer of Choice is an organization with high employee engagement and pride in the organization. The business value of remaining an Employer of Choice is a stable, highly productive workforce and an avoidance of the costs associated with employee turnover.

### Medical

The medical plan renewal with Blue Shield of CA is made up of enrolled demographics, claim experience, health care reform fees/taxes and medical trend. The Authority’s demographic factors have remained consistent, but there has been a change in the other contributing factors. The number of large claims and overall claim experience for the group continue to run high over the last 12 month period, with a 90.1% loss ratio. In addition, the health insurer fee of 2.1% was reintroduced for the 2020 plan year after being suspended during the 2019 plan year. As a result, the Authority did not go to market to compete for alternative proposals. This strategy was based on the fact that it would be highly unlikely that we would achieve a competitive rate under the circumstances and the Authority was interested in leveraging the existing relationship with Blue Shield of CA to bring down the potential rate increase through negotiation. The

Authority's initial 2020 renewal offer from Blue Shield of CA was a 12.3% increase over the 2019 calendar year rates. Through negotiations, Willis Towers Watson ("WTW") was able to achieve a negotiated renewal of +7.2% without any decrements to the current plans. This was a reasonable premium increase given the current status of our loss ratio, high claims and the return of the health insurer fee.

With regard to the Medicare eligible retirees, United Healthcare issued an initial renewal of +6% over current. This was primarily made up of the reintroduction of the health insurer fee for the 2020 plan year. WTW was successfully able to negotiate a no marketing renewal of +2.0% over current.

### **Wellness**

The recommended renewal maintains the Authority's Wellness Program for active employees and their enrolled spouses/domestic partners. The Wellness Program offers two primary incentives. First, those who voluntarily participate in an annual biometric screening receive a 5% reduction in the individual medical premium cost share rate (15% cost share for non-Wellness). Second, employees and those spouses/domestic partners enrolled on Authority sponsored plans may also earn a \$250 employee and \$200 spouse incentive for completing a biometric screening. These incentives may be deposited into the Flexible Spending Account or Health Savings Account, or rolled into a 457 deferred savings account on a pre-tax basis. The Wellness Program promotes risk awareness and management by employees and spouses enrolled on the medical plans.

### **Ancillary Lines**

The Dental, Basic Life, Accidental Death & Dismemberment (AD&D), and Short Term Disability offerings are all in rate guarantees, while the Employee Assistance Program and Health Advocate offering have been issued with rate passes for the 2020 plan year.

In addition to the above benefits, the Authority will continue to offer the following voluntary benefits products with 100% of the premium costs paid by employees:

- Voluntary Vision Care
- Long-Term Disability
- Voluntary Term Life and AD&D Insurance
- Accident/Cancer/Hospital Protection/Specified Health Insurance
- Pre-paid Legal coverage
- Long Term Care Insurance
- Pet Insurance

In summary, the recommended renewal for the 2020 health and welfare benefits program includes:

- Medical coverage:
  - Blue Shield of CA for active employees and pre-Medicare retirees with four plan options: HMO, Trio HMO, PPO and HDHP. United Healthcare for Medicare enrolled retirees;
- Employee Wellness Program voluntary screening participation incentives including:
  - A 10% Wellness and 15% Non-Wellness individual employee premium cost share model;

- \$250 FSA/HSA deposit or 457 Deferred Compensation pretax election for employee participation; and
- \$200 FSA/HSA deposit or 457 Deferred Compensation pretax election for enrolled covered spouses and registered domestic partners.
- Dental coverage with Delta Dental,
- Vision coverage with Vision Service Plan (VSP),
- All other lines with the current providers.

This renewal is a 6.3% increase in cost to the Authority over the 2019 program and is a savings of 4.1% or \$246,872 over the Fiscal Year 2020 and Conceptual 2021 approved budgets as noted below.

Authority Paid Premium Costs: Active and Budgeted Employee Only

Description	Current CY 2019	Recommended Renewal CY 2020	% Change	CY Budgeted 2020 Costs	\$ Difference Between Recommended and Budgeted	% Difference Between Recommended and Budgeted
Medical <sup>1</sup> Includes HSA Fund (\$750/\$1500) Includes vacant positions <sup>2</sup>	\$4,722,250	\$5,061,917	7.2%	\$5,335,302	\$273,384	5.1%
Dental <sup>3</sup>	\$349,455	\$349,455	0.0%	\$330,118	(\$19,337)	-5.9%
Credits (Med, Den, Vis) <sup>4</sup>	\$64,992	\$64,992	0.0%	\$64,992	\$0	0.0%
Ancillary lines (Life, Disability, Health Advocate) <sup>5</sup>	\$294,270	\$294,270	0.0%	\$287,095	(\$7,175)	-2.5%
<b>TOTAL</b>	<b>\$5,430,968</b>	<b>\$5,770,635</b>	<b>6.3%</b>	<b>\$6,017,507</b>	<b>\$246,872</b>	<b>4.1%</b>

<sup>1</sup>Medical cost includes waiver credit of \$41.67 per pay period (51)

<sup>2</sup>Calculated at Wellness Rate

<sup>3</sup>Dental cost includes waiver credit of \$2.42 per pay period (26)

<sup>4</sup>Employee credits (funded by SDCRAA) include the following:  
 \$4 per pay period for all enrolled in employee only Medical (229)  
 \$4 per pay period vision credit for all eligible regardless of enrollment (448)

<sup>5</sup>Voluntary Lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA Fees excluded.

NOTE: Variance is the result of census at time of budget development. Blue Shield Renewal includes \$35k wellness / integration implementation fund.

The recommended renewal balances quality of care, wellness, and employer costs to achieve a market competitive employee benefits program that supports employee retention and engagement for the 2020 plan year.

The Executive Personnel and Compensation Committee reviewed the recommended renewal of the Health and Welfare Benefits Program for 2020 at the August 29, 2019 Committee Meeting and has forwarded the item to the Board with a recommendation to approve.

### Fiscal Impact:

Adequate funding for 2020 health and welfare benefits renewal is included in the adopted FY 2020 and conceptually approved FY 2021 Budgets.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not Applicable.

**Prepared by:**

KURT GERING  
DIRECTOR OF TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2019-0076

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE RENEWAL OF THE  
HEALTH AND WELFARE BENEFITS PROGRAM  
FOR 2020

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) provides a health and welfare benefits program for Authority employees and eligible First Generation retirees; and

WHEREAS, the Authority intends to renew the health and welfare benefits program; and

WHEREAS, in order to assist the Board with evaluating options during the renewal process, staff, through the Authority’s broker of record, Willis Towers Watson of San Diego, has obtained negotiated renewals from insurance carriers and benefit providers and carefully analyzed the renewals; and

WHEREAS, the Board has determined that investing in employee wellness initiatives has the impact of reducing future plan costs and wishes to continue to support such programs; and

WHEREAS, the Board considered the information provided by staff and has reviewed and discussed the various options to provide a comprehensive and competitive benefits program to Authority employees and medical, dental and vision care to eligible retirees.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the renewal of the Health and Welfare Benefit Program for 2020 for eligible participants including medical, dental, vision and basic life insurances; an Employee Assistance Program (EAP); a Wellness Advocacy Program; Accidental Death & Dismemberment (AD&D); and Short Term Disability (STD); and

BE IT FURTHER RESOLVED that the Board approves staff’s request to maintain all current providers and plan administrators including Blue Shield of California, United Health Care, Delta Dental, Vision Service Plan, Health Advocate, TASC and The Hartford; and

BE IT FURTHER RESOLVED that the Board further approves staff’s request to maintain employee Health Risk Assessment programs and incentives in support of the Authority’s efforts to improve workplace productivity and decrease healthcare costs, which includes an incentive for eligible spousal or domestic partner participation in biometrics; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to perform any and all administrative assignments and/or transfers required to maintain the approved health and welfare benefits with the stated providers and/or their successors; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



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LET'S **GO.**

## Renewal of the Health & Welfare Benefits Program for 2020

Presented by:

Kurt Gering | Director | Talent, Culture & Capability

Heather Hill | Associate Director | Willis Towers Watson

Authority Board Meeting

September 5, 2019

# Agenda

- Program Summary
- Renewal Analysis - Active & Budgeted Employees
- Renewal Analysis - Retirees
- Renewal Analysis - Combined Elements
- Efficiency & Budget Considerations



# Program Summary

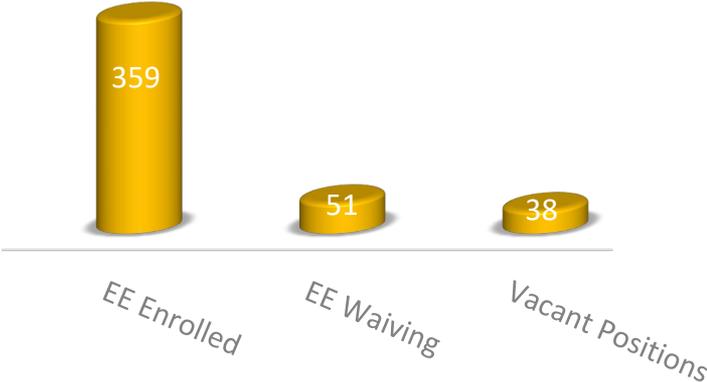


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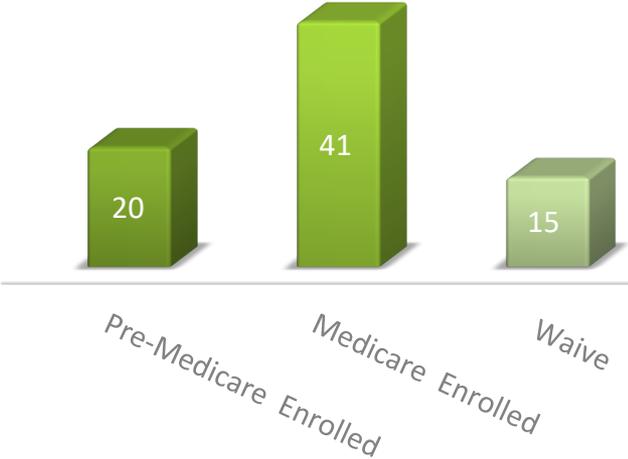
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# Medical Plan Enrollment

Active & Budgeted Employees (448)



Pre & Post Medicare Retirees (76)



# Executive Summary

	Current (2019)	Initial Renewal (2020)	%	NEGOTIATED RENEWAL	%
Medical (with HSA Fund)	\$6,261,296	\$7,036,458	12.4%	\$6,719,248	7.3%
Medical - Medicare Retiree	\$304,074	\$322,315	6.0%	\$310,275	2.0%
Dental	\$487,921	\$487,921	0.0%	\$487,921	0.0%
Other Lines (Life/Disability, LOA, Health Advocate)	\$297,705	\$297,705	0.0%	\$297,705	0.0%
<b>GRAND TOTAL ALL<sup>1</sup> (Includes waiver credits<sup>2</sup>)</b>	<b>\$7,468,502</b>	<b>\$8,261,904</b>	<b>10.6%</b>	<b>\$7,932,655</b>	<b>6.2%</b>
\$ Change from Current		\$793,403		\$464,154	
% Change from Current		10.6%		6.2%	
<b>GRAND TOTAL ACTIVE &amp; BUDGETED EMPLOYEES<sup>1</sup></b>	<b>\$6,788,177</b>	<b>\$7,522,151</b>	<b>10.8%</b>	<b>\$7,217,440</b>	<b>6.3%</b>
\$ Change from Current		\$733,975		\$429,263	
% Change from Current		10.8%		6.3%	
<b>GRAND TOTAL RETIREES<sup>1</sup></b>	<b>\$680,325</b>	<b>\$739,753</b>	<b>8.7%</b>	<b>\$715,215</b>	<b>5.1%</b>
\$ Change from Current		\$59,428		\$34,891	
% Change from Current		8.7%		5.1%	

<sup>1</sup>Voluntary lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA excluded.

<sup>2</sup>Employee credits (funded by SDCRAA) include the following:

\$4 per pay period for all enrolled in employee only Medical (229)

\$41.67 per pay period credit for Medical waivers (51)

\$2.82 per pay period credit for Dental waivers (26)

\$4 per pay period vision credit for all eligible regardless of enrollment (448)

NOTE: Blue Shield Renewal includes \$35,000 wellness / implementation fund.



# Renewal Analysis Active & Budgeted Employees



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# Active & Budgeted Employees Cost Summary

	Current (2019)	Initial Renewal (2020)	%	NEGOTIATED RENEWAL	%
Medical	\$5,961,660	\$6,695,634	12.3%	\$6,390,923	7.2%
Dental	\$414,741	\$414,741	0.0%	\$414,741	0.0%
Other Lines (Life/Disability, LOA, Health Advocate)	\$294,270	\$294,270	0.0%	\$294,270	0.0%
<b>GRAND TOTAL<sup>1</sup> (includes waiver credits)</b>	<b>\$6,788,177</b>	<b>\$7,522,151</b>	<b>10.8%</b>	<b>\$7,217,440</b>	<b>6.3%</b>
\$ Change from Current		\$733,975		\$429,263	
% Change from Current		10.8%		6.3%	
EMPLOYER PAID (includes waiver credits)	\$5,430,968			\$5,770,635	
\$ Change from Current				\$339,667	
% Change from Current				6.3%	
EMPLOYEE PAID	\$1,357,209			\$1,446,805	
\$ Change from Current				\$89,596	
% Change from Current				6.6%	

<sup>1</sup>Voluntary lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA excluded.

# Active & Budgeted Medical Plan Designs

PLAN	CURRENT		RENEWAL
		CARRIER	NEGOTIATED (Recommended)
Medical Trio HMO Plan		Blue Shield	No change to current
Medical Full HMO Plan		Blue Shield	No change to current
Medical PPO Plan		Blue Shield	No change to current
Medical HDHP Plan		Blue Shield	No change to current, aside from mandatory adjustment to Telemedicine cost before deductible - changing from \$40 to \$45.
HSA Employer Fund		SDCRAA Funded	No change to current

# Employee Wellness

## Mission:

SDCRAA's wellbeing program aim is to improve physical, emotional, financial, and social health while enhancing employee productivity

Participation	2015	2016	2017	2018
# of Employee Screenings	344	365	350	355
# of Spouse Screenings	73	66	61	61
Total # of Screenings	417	431	411	416
Change over prior YR		3.4%	-4.6%	1.2%

## Biometric screening participation and incentives:

- 5% reduction in premium costs
  - Individual premium cost-share 10% Wellness
  - Individual premium cost-share 15% non-Wellness
- FSA/HSA deposit or 457 deferred comp plan election
  - Employees = \$250
  - Spouse/Domestic Partner = \$200

# Medical Renewal Premium Cost Share

	CURRENT					NEGOTIATED RENEWAL					EE Monthly Difference (Wellness to Wellness)	
	Wellness 90% EE / 55% DEP					Wellness 90% EE / 55% DEP						
	Monthly Premium	EE Monthly	EE %	ER Monthly	ER %	Monthly Premium	EE Monthly	EE %	ER Monthly	ER %		
<b>Full Network HMO</b>												
Employee Only	\$697.19	\$69.72	10.0%	\$627.47	90.0%	\$734.14	\$73.41	10.0%	\$660.73	90.0%		\$3.70
Employee + One Dep	\$1,457.13	\$341.97	23.5%	\$1,115.16	76.5%	\$1,534.35	\$360.09	23.5%	\$1,174.26	76.5%		\$18.12
Employee + Family	\$2,077.64	\$621.20	29.9%	\$1,456.44	70.1%	\$2,187.74	\$654.12	29.9%	\$1,533.62	70.1%		\$32.92
<b>Annual Total</b>	<b>\$3,260,938</b>	<b>\$674,641</b>		<b>\$2,268,209</b>		<b>\$3,433,750</b>	<b>\$710,391</b>		<b>\$2,388,415</b>			
<b>TRIO HMO</b>												
Employee Only	\$614.62	\$61.46	10.0%	\$553.16	90.0%	\$647.19	\$64.72	10.0%	\$582.47	90.0%		\$3.26
Employee + One Dep	\$1,284.54	\$301.46	23.5%	\$983.08	76.5%	\$1,352.63	\$317.45	23.5%	\$1,035.18	76.5%		\$15.98
Employee + Family	\$1,831.55	\$547.62	29.9%	\$1,283.93	70.1%	\$1,928.63	\$576.65	29.9%	\$1,351.98	70.1%		\$29.03
<b>Annual Total</b>	<b>\$765,270</b>	<b>\$162,707</b>		<b>\$556,983</b>		<b>\$805,830</b>	<b>\$171,332</b>		<b>\$586,502</b>			
<b>PPO</b>												
Employee Only	\$932.34	\$93.23	10.0%	\$839.11	90.0%	\$1,036.95	\$103.70	10.0%	\$933.26	90.0%		\$10.46
Employee + One Dep	\$1,948.61	\$457.32	23.5%	\$1,491.29	76.5%	\$2,167.23	\$508.63	23.5%	\$1,658.60	76.5%		\$51.30
Employee + Family	\$2,778.39	\$830.72	29.9%	\$1,947.67	70.1%	\$3,090.11	\$923.92	29.9%	\$2,166.19	70.1%		\$93.20
<b>Annual Total</b>	<b>\$1,773,765</b>	<b>\$275,889</b>		<b>\$1,245,919</b>		<b>\$1,972,778</b>	<b>\$306,842</b>		<b>\$1,385,710</b>			
<b>HDHP</b>												
Employee Only	\$820.98	\$82.10	10.0%	\$738.88	90.0%	\$913.09	\$91.31	10.0%	\$821.78	90.0%		\$9.21
Employee + One Dep	\$1,715.85	\$402.69	23.5%	\$1,313.16	76.5%	\$1,908.36	\$447.87	23.5%	\$1,460.49	76.5%		\$45.18
Employee + Family	\$2,446.50	\$731.48	29.9%	\$1,715.02	70.1%	\$2,721.01	\$813.56	29.9%	\$1,907.45	70.1%		\$82.08
<b>Annual Total</b>	<b>\$150,436</b>	<b>\$18,531</b>		<b>\$111,315</b>		<b>\$167,315</b>	<b>\$20,610</b>		<b>\$123,804</b>			
<b>EMPLOYER HSA Fund</b>	<b>\$11,250</b>					<b>\$11,250</b>						
	Combined Total Premium w/Fund	Combined Employee Contribution		Combined Employer Contribution w/Fund		Combined Total Premium w/Fund	Combined Employee Contribution		Combined Employer Contribution w/Fund			
<b>COMBINED TOTAL</b>	<b>\$5,961,660</b>	<b>\$1,290,413</b>		<b>\$4,671,246</b>		<b>\$6,390,923</b>	<b>\$1,380,009</b>		<b>\$5,010,913</b>			
\$ Difference from Current						<b>\$429,263</b>	<b>\$89,596</b>		<b>\$339,667</b>			
% Difference from Current						<b>7.2%</b>	<b>6.9%</b>		<b>7.3%</b>			
<b>COMBINED TOTAL WITH WAIVERS</b>				<b>\$4,722,250</b>					<b>\$5,061,917</b>			

<sup>1</sup>Enrollment figures provided by SDCRAA in April 2019 census. 51 active employees have waived. 38 budgeted in PPO employee only wellness plan.  
NOTE: \$35,000 wellness / implementation fund included with all renewal options presented.

Waiver Credits: \$41.67 per pay period credit for Medical waivers.



# Renewal Analysis Retirees



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# Retiree Medical



Pre-Medicare

20 Retirees

[same options & cost share as active employees]



Medicare Enrolled

41 Retirees

[coordinated supplemental]

Note: 15 Retirees Waive Medical Coverage

# Executive Summary

## Medicare & Pre-Medicare Retirees

	Carrier	Current (2019)	Initial Renewal (2020)	%	NEGOTIATED RENEWAL	%
Medical	Blue Shield	\$299,636	\$340,824	13.7%	\$328,326	9.6%
Medical - Medicare Retiree	United Healthcare	\$304,074	\$322,315	6.0%	\$310,275	2.0%
Dental	Delta Dental	\$73,180	\$73,180	0.0%	\$73,180	0.0%
Other Lines (Life/Disability, Health Advocate)		\$3,435	\$3,435	0.0%	\$3,435	0.0%
<b>GRAND TOTAL<sup>1</sup></b>		<b>\$680,325</b>	<b>\$739,753</b>	<b>8.7%</b>	<b>\$715,215</b>	<b>5.1%</b>
\$ Change from Current			\$59,428		\$34,891	
% Change from Current			8.7%		5.1%	
<b>EMPLOYER PAID (OPEB)</b>		<b>\$564,564</b>			<b>\$593,047</b>	
\$ Change from Current					\$28,483	
% Change from Current					5.0%	
<b>RETIREE PAID</b>		<b>\$115,761</b>			<b>\$122,168</b>	
\$ Change from Current					\$6,408	
% Change from Current					5.5%	

<sup>1</sup>Voluntary lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision) as well as Health Advocate (Advocacy & Wellness) excluded.

## Blue Shield Pre-Medicare Retirees

Full Netowrk HMO	CURRENT	INITIAL RENEWAL	NEGOTIATED RENEWAL NO CHANGES
Retiree Only	\$697.19	\$775.21	\$734.14
Retiree + Dependent	\$1,457.13	\$1,620.19	\$1,534.35
Retiree + Family	\$2,077.64	\$2,310.13	\$2,187.74
<b>HMO Annualized Premium</b>	<b>\$75,882</b>	<b>\$84,374</b>	<b>\$79,904</b>
<b>% Change from Current</b>		<b>11.2%</b>	<b>5.3%</b>
Trio HMO	CURRENT	INITIAL RENEWAL	NEGOTIATED RENEWAL NO CHANGES
Retiree Only	\$614.62	\$683.40	\$647.19
Retiree + Dependent	\$1,284.54	\$1,428.31	\$1,352.63
Retiree + Family	\$1,831.55	\$2,036.53	\$1,928.63
<b>HMO Annualized Premium</b>	<b>\$7,375</b>	<b>\$8,201</b>	<b>\$7,766</b>
<b>% Change from Current</b>		<b>11.2%</b>	<b>5.3%</b>
PPO	CURRENT	INITIAL RENEWAL	NEGOTIATED RENEWAL NO CHANGES
Retiree Only	\$932.34	\$1,069.67	\$1,036.95
Retiree + Dependent	\$1,948.61	\$2,235.61	\$2,167.23
Retiree + Family	\$2,778.39	\$3,187.62	\$3,090.11
<b>PPO Annualized Premium</b>	<b>\$216,379</b>	<b>\$248,249</b>	<b>\$240,656</b>
<b>% Change from Current</b>		<b>14.7%</b>	<b>11.2%</b>
HDHP--Separate HSA Fund	CURRENT	INITIAL RENEWAL	NEGOTIATED RENEWAL NO CHANGES
Retiree Only	\$820.98	\$941.91	\$913.09
Retiree + Dependent	\$1,715.85	\$1,968.59	\$1,908.36
Retiree + Family	\$2,446.50	\$2,806.89	\$2,721.01
<b>HDHP Annualized Premium</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>% Change from Current</b>		<b>0.0%</b>	<b>0.0%</b>
<b>HSA Fund (\$750/\$1,500)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Annualized Premium w/ Fund</b>	<b>\$299,636</b>	<b>\$340,824</b>	<b>\$328,326</b>
<b>\$ Change from Current</b>		<b>\$41,187</b>	<b>\$28,689</b>
<b>% Change from Current</b>		<b>13.7%</b>	<b>9.6%</b>

### United Healthcare -Post Medicare Retirees

CURRENT 01/01/2019-12/31/2019					NEGOTIATED RENEWAL 01/01/2020-12/31/2020		
Medicare Advantage PPO	Enrollment <sup>1</sup>	Total Monthly Premium	Retiree Monthly	OPEB Monthly	Total Monthly Premium <sup>2</sup>	Retiree Monthly	OPEB Monthly
Medicare Retiree	28	\$469.25	\$46.93	\$422.33	\$478.82	\$47.88	\$430.94
Medicare Retiree & Spouse	13	\$938.50	\$211.16	\$727.34	\$957.64	\$215.47	\$742.17
<b>Total Annualized Premium</b>	<b>41</b>	<b>\$304,074</b>	<b>\$48,708</b>	<b>\$255,366</b>	<b>\$310,275</b>	<b>\$49,702</b>	<b>\$260,574</b>
<b>\$ Difference from Current</b>					<b>\$6,201</b>		
<b>% Difference from Current</b>					<b>2.0%</b>		

<sup>1</sup>Enrollment figures provided by SDCRAA in April 2019 census.

<sup>2</sup>**Initial Renewal:** The Medicare Advantage PPO plan received a -0.49% decrease to the net premium prior to the Insurer Tax. With the tax included, the total premium received a 6% increase.

**Negotiated Renewal:** The Medicare Advantage PPO plan received a -4.35% decrease to the net premium prior to the Insurer Tax. With the tax included, the total premium received a 2.04% increase.

#### Health Insurer Fee

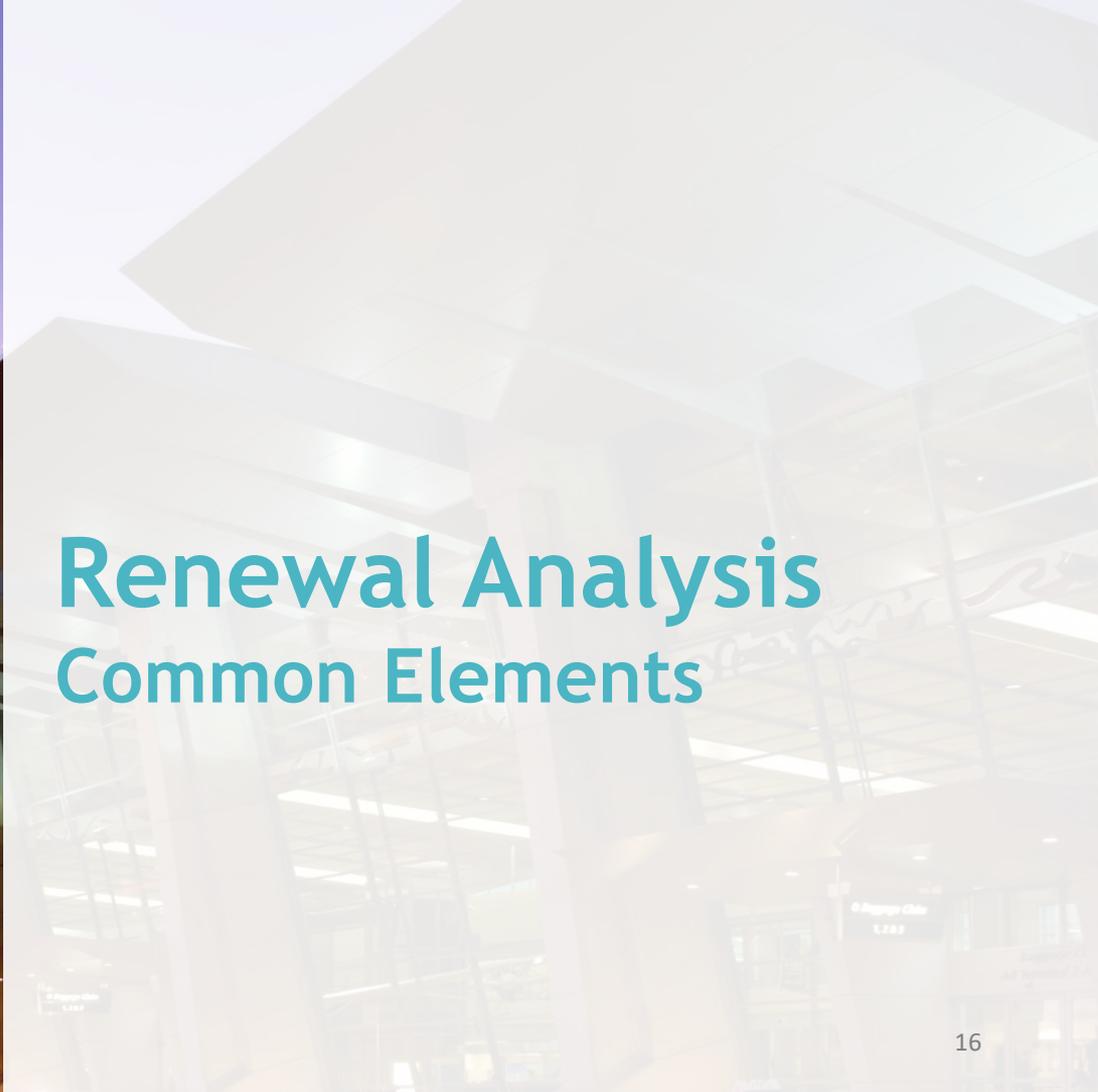
As we discussed in last two years' renewals, the Affordable Care Act of 2010 requires insurers to pay an insurer fee that applies to all fully insured premiums. CMS did not increase Medicare Advantage plan funding in order to cover the fee. The fee was waived for 2017, returned in 2018 and has been waived once again for 2019. The fee is currently scheduled to return in 2020 and beyond.

PLAN DESIGN CHANGE	CARRIER	CURRENT	RENEWAL
<b>Initial Coverage Limit</b>	UnitedHealthcare	\$3,820	\$4,020
<b>Catastrophic Phase Begins</b>	UnitedHealthcare	\$5,100 TrOOP	\$6,350 TrOOP
<b>Standard Catastrophic Member Cost Share</b>	UnitedHealthcare	The greater of \$3.40 or 5% coinsurance for generic drugs	The greater of \$3.60 or 5% coinsurance for generic drugs
		The greater of \$8.50 or 5% coinsurance for brand name drugs	The greater of \$8.95 or 5% coinsurance for brand name drugs
<b>Formulary Name</b>	UnitedHealthcare	19MAPD H Full Edit	20MAPD H Full Edit
<b>Formulary Number</b>	UnitedHealthcare	19090HM	20051HM



# Renewal Analysis

## Common Elements



# Active, Budgeted & Retiree Plan Designs

Current		Negotiated Renewal
Plan	Carrier	
Dental	Delta Dental	No Change to current
Voluntary Vision	VSP	No Change to current
Other Lines (Life/Disability, Health Advocate)	The Hartford Health Advocate	No Change to current

# Dental

January 1, 2020 - December 31, 2020  
Contribution Analysis - Active & Budgeted Only

Delta Dental 01/01/2019 - 12/31/2019				Delta Dental 01/01/2020 - 12/31/2020		
	Monthly Premium	EE Monthly	ER Monthly	Monthly Premium	EE Monthly	ER Monthly
<b>Dental PPO</b>						
Employee Only	\$60.48	\$0.00	\$60.48	\$60.48	\$0.00	\$60.48
Employee + One Dep	\$108.59	\$21.65	\$86.94	\$108.59	\$21.65	\$86.94
Employee + Family	\$147.65	\$39.23	\$108.42	\$147.65	\$39.23	\$108.42
Waive Credit	(Credit)	-\$4.84	\$4.84	(Credit)	-\$4.84	\$4.84
<b>Dental HMO</b>						
Employee Only	\$18.86	\$0.00	\$18.86	\$18.86	\$0.00	\$18.86
Employee + One Dep	\$31.16	\$5.53	\$25.63	\$31.16	\$5.53	\$25.63
Employee + Family	\$46.03	\$12.23	\$33.80	\$46.03	\$12.23	\$33.80
Waive Credit	(Credit)	-\$4.84	\$4.84	(Credit)	-\$4.84	\$4.84
<b>Annual Total</b>	<b>\$27,105</b>	<b>\$4,049</b>	<b>\$23,055</b>	<b>\$27,105</b>	<b>\$4,049</b>	<b>\$23,055</b>
<b>PREMIUM TOTAL</b>	<b>\$414,741</b>	<b>\$66,795</b>	<b>\$347,945</b>	<b>\$414,741</b>	<b>\$66,795</b>	<b>\$347,945</b>
\$ Difference from Current				\$0	\$0	\$0
% Difference from Current				0.0%	0.0%	0.0%
<b>COMBINED TOTAL WITH WAIVER<sup>1</sup></b>			<b>\$349,455</b>			<b>\$349,455</b>

<sup>1</sup>Waiver Credits: \$2.42 per pay period credit for dental waivers.

January 1, 2020 - December 31, 2020  
Contribution Analysis - Retirees

Delta Dental 01/01/2019 - 12/31/2019				Delta Dental 01/01/2020 - 12/31/2020		
	Monthly Premium	EE Monthly	ER Monthly	Monthly Premium	EE Monthly	ER Monthly
<b>Dental PPO</b>						
Employee Only	\$60.48	\$0.00	\$60.48	\$60.48	\$0.00	\$60.48
Employee + One Dep	\$108.59	\$21.65	\$86.94	\$108.59	\$21.65	\$86.94
Employee + Family	\$147.65	\$39.23	\$108.42	\$147.65	\$39.23	\$108.42
<b>Annual Total</b>	<b>\$71,753</b>	<b>\$10,407</b>	<b>\$61,346</b>	<b>\$71,753</b>	<b>\$10,407</b>	<b>\$61,346</b>
<b>Dental HMO</b>						
Employee Only	\$18.86	\$0.00	\$18.86	\$18.86	\$0.00	\$18.86
Employee + One Dep	\$31.16	\$5.53	\$25.63	\$31.16	\$5.53	\$25.63
Employee + Family	\$46.03	\$12.23	\$33.80	\$46.03	\$12.23	\$33.80
<b>Annual Total</b>	<b>\$1,427</b>	<b>\$133</b>	<b>\$1,294</b>	<b>\$1,427</b>	<b>\$133</b>	<b>\$1,294</b>
<b>COMBINED TOTAL</b>	<b>\$73,180</b>	<b>\$10,540</b>	<b>\$62,640</b>	<b>\$73,180</b>	<b>\$10,540</b>	<b>\$62,640</b>
\$ Difference from Current				\$0	\$0	\$0
% Difference from Current				0.0%	0.0%	0.0%

# Voluntary Vision (Employee Paid)

January 1, 2020 - December 31, 2020  
Active & Budgeted Employees

	VSP	
	Current 1/1/2019	Renewal 1/1/2020
Vision PPO		
<b>Total Annual Cost</b>	<b>\$58,091</b>	<b>\$58,091</b>
<b>\$ Difference From Current</b>		<b>\$0</b>

January 1, 2020 - December 31, 2020  
Medicare & Pre-Medicare Retirees

	VSP	
	Current 1/1/2019	Renewal 1/1/2020
Vision PPO		
<b>Total Annual Cost</b>	<b>\$6,690</b>	<b>\$6,690</b>
<b>\$ Difference From Current</b>		<b>\$0</b>

# Ancillary Lines

## (Employer Paid)

### Active & Budgeted Employees

	Current	Renewal
Life/AD&D		
Annualized Premium	\$104,824	\$104,824
STD		
Annualized Premium	\$159,830	\$159,830
LOA		
Annualized Premium	\$10,800	\$10,800
<b>Estimated Annual Active &amp; Budgeted Premium</b>	<b>\$275,454</b>	<b>\$275,454</b>
<b>\$ Difference from Current</b>	<b>\$0</b>	<b>\$0</b>

<sup>1</sup>Volumes pulled from SDCRAA April 2019 billing statement.

Includes 410 Active and 38 budgeted (ER Paid Plans). Budgeted assumes average salary of \$82,531 and Class 3 life.

### Active & Budgeted Employees

	Health Advocate Current / Renewal
Annualized Active & Budgeted Premium	\$18,816
<b>\$ Difference from Current</b>	<b>\$0</b>

### Medicare & Pre-Medicare Retirees

	Current	Renewal
Retiree Life/AD&D		
Annual Retiree Premium	\$2,523	\$2,523
<b>\$ Difference from Current</b>	<b>\$0</b>	<b>\$0</b>

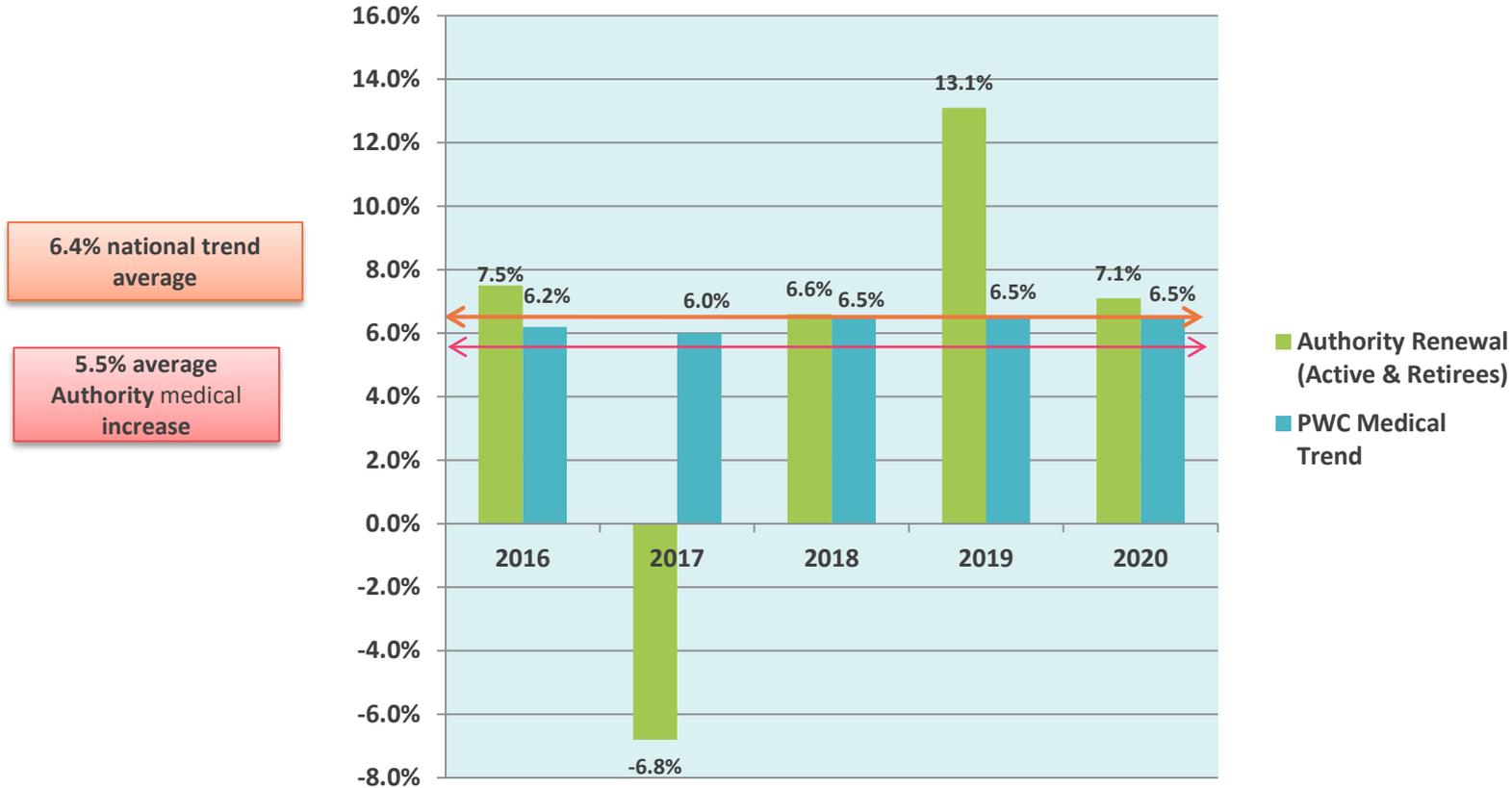
Includes 76 retirees.

### Medicare & Pre-Medicare Retirees

	Health Advocate Current / Renewal
Annualized Retiree Premium	\$912
<b>\$ Difference from Current</b>	<b>\$0</b>

# 5 Year Review

## % Health Benefit Renewal Increase vs. Trend

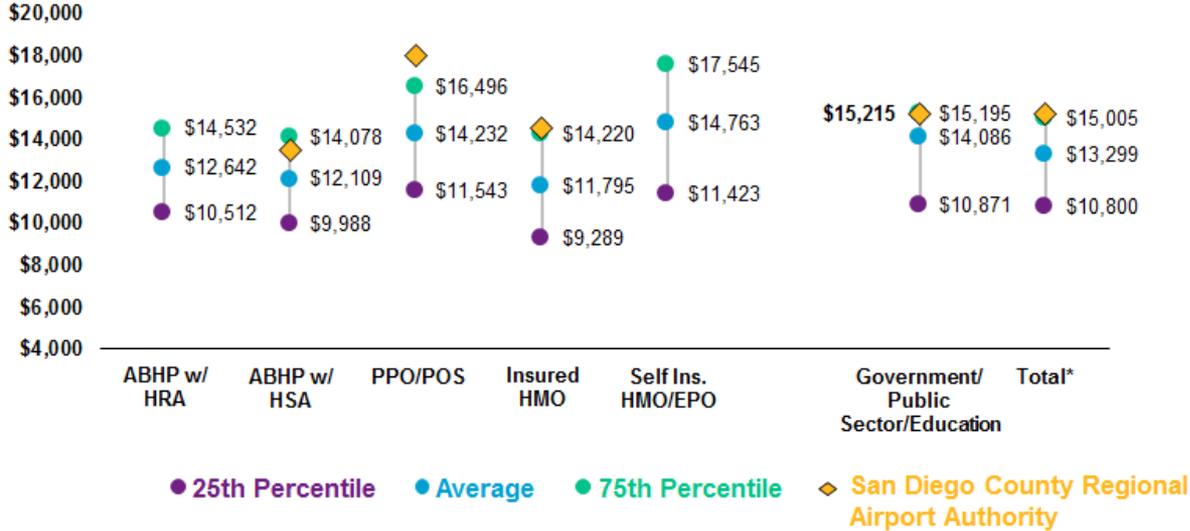


Source: U.S. Medical trend data provided by PWC Health Research Institute

# Total Cost per Covered Employee per Year (Unadjusted)

## Medical Cost Benchmarks Total Cost per Covered Employee per Year (unadjusted)

**?** How do your plan costs compare? How does enrollment across plan type impact the average cost? Even if total plan costs are favorable, are some plans more exposed to the excise tax?



**✓** Your actual costs are 14% above the benchmark average, 8% above average for your industry.

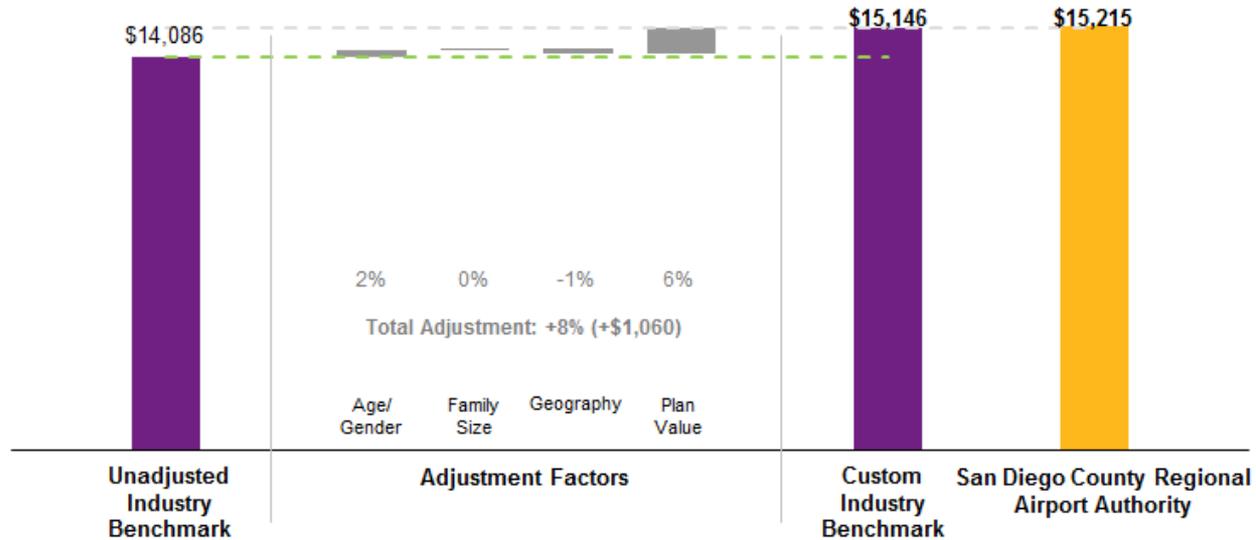
\*Total costs represent an enrollment weighted average of all plan types.

# Industry Efficiency

## Medical Cost Benchmarks Industry Efficiency



After adjustments, how efficient is your total plan compared to the Government/Public Sector/Education industry?



Your total program is about as efficient as your industry.

# Authority Budget Summary

## Authority Paid Premium Costs: Active and Budgeted Employee Only

Description	Current CY 2019	Recommended Renewal CY 2020	% Change	CY Budgeted 2020 Costs	\$ Difference Between Recommended and Budgeted	% Difference Between Recommended and Budgeted
Medical <sup>1</sup> Includes HSA Fund (\$750/\$1500) Includes vacant positions <sup>2</sup>	\$4,722,250	\$5,061,917	7.2%	\$5,335,302	\$273,384	5.1%
Dental <sup>3</sup>	\$349,455	\$349,455	0.0%	\$330,118	(\$19,337)	-5.9%
Credits (Med, Den, Vis) <sup>4</sup>	\$64,992	\$64,992	0.0%	\$64,992	\$0	0.0%
Ancillary lines (Life, Disability, Health Advocate) <sup>5</sup>	\$294,270	\$294,270	0.0%	\$287,095	(\$7,175)	-2.5%
<b>TOTAL</b>	<b>\$5,430,968</b>	<b>\$5,770,635</b>	<b>6.3%</b>	<b>\$6,017,507</b>	<b>\$246,872</b>	<b>4.1%</b>

<sup>1</sup>Medical cost includes waiver credit of \$41.67 per pay period (51)

<sup>2</sup>Calculated at Wellness Rate

<sup>3</sup>Dental cost includes waiver credit of \$2.42 per pay period (26)

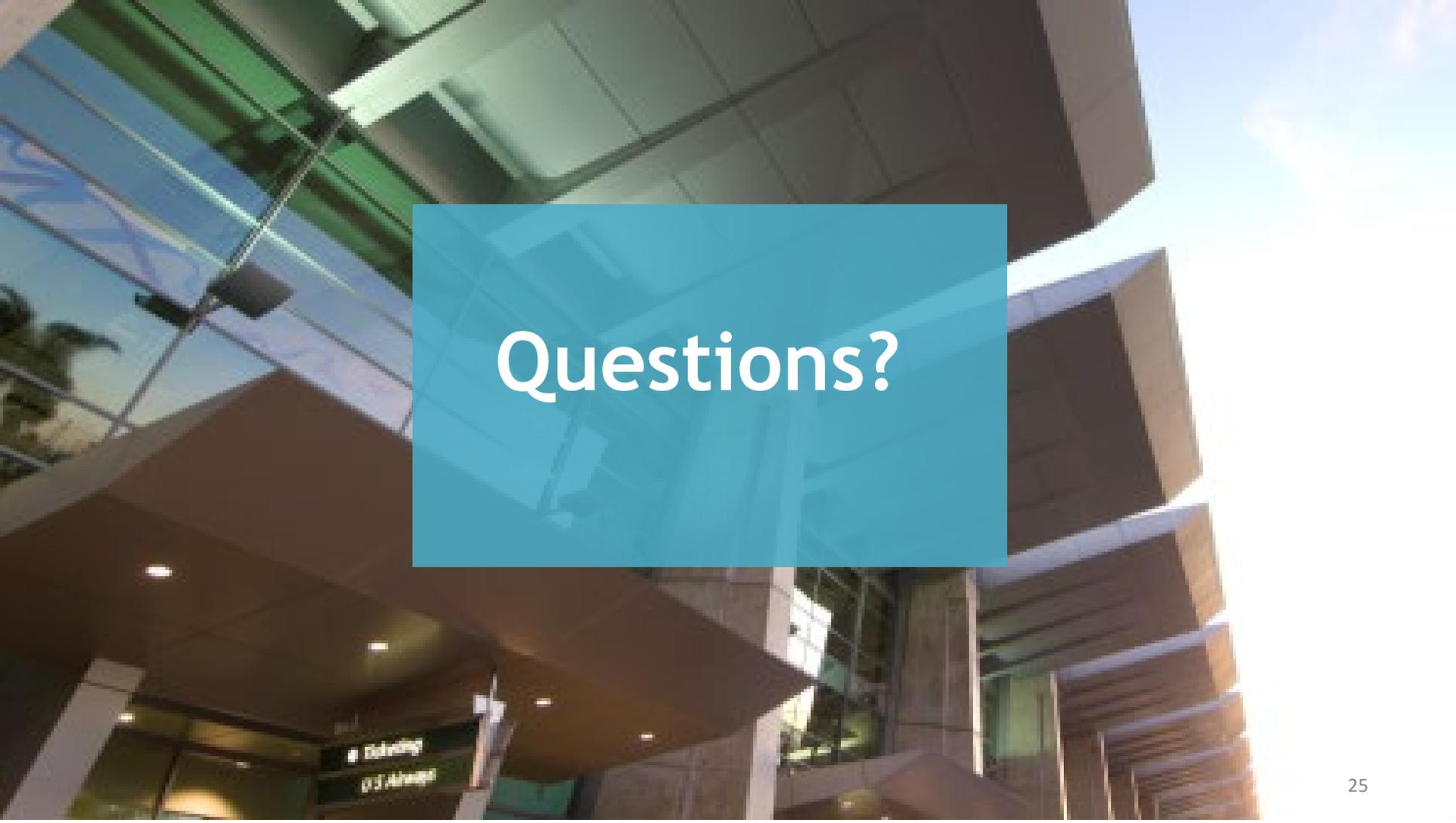
<sup>4</sup>Employee credits (funded by SDCRAA) include the following:

\$4 per pay period for all enrolled in employee only Medical (229)

\$4 per pay period vision credit for all eligible regardless of enrollment (448)

<sup>5</sup>Voluntary Lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA Fees excluded.

NOTE: Variance is the result of census at time of budget development. Blue Shield Renewal includes \$35k wellness / integration implementation fund.

A low-angle photograph of a modern building with a glass facade and a teal overlay containing the text "Questions?". The building's architecture features a grid of dark panels and large glass windows. The sky is bright and blue with some light clouds. In the lower-left corner, a sign is partially visible with the text "Building" and "123 Always".

Questions?

## Board Communication

Date: September 5, 2019  
To: Board Members  
Via: Kimberly J. Becker, President/CEO  
From: Scott M. Brickner, Chief Financial Officer  
Subject: Accept the Unaudited Financial Statements for the Fiscal Years Ended  
June 30, 2019 and 2018:

---

Attached is the Authority's Unaudited Financial Statements for the Fiscal Years Ended June 30, 2019 and 2018 that was presented to the Finance Committee on August 26, 2019.

# Review of the Unaudited Financial Statements for the Fiscal Years Ended June 30, 2019 and 2018



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

Presented by:

Scott Brickner

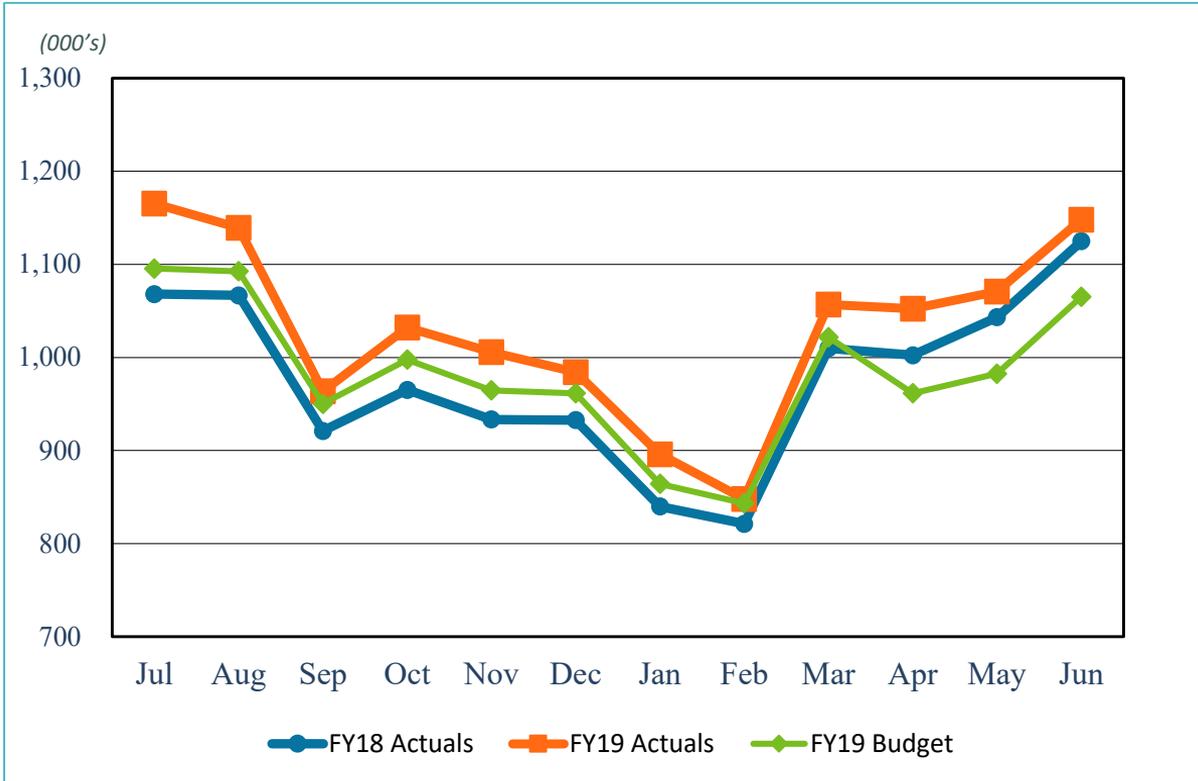
Chief Financial Officer

Kathy Kiefer

Senior Director, Finance, Accounting, & Airline Relations

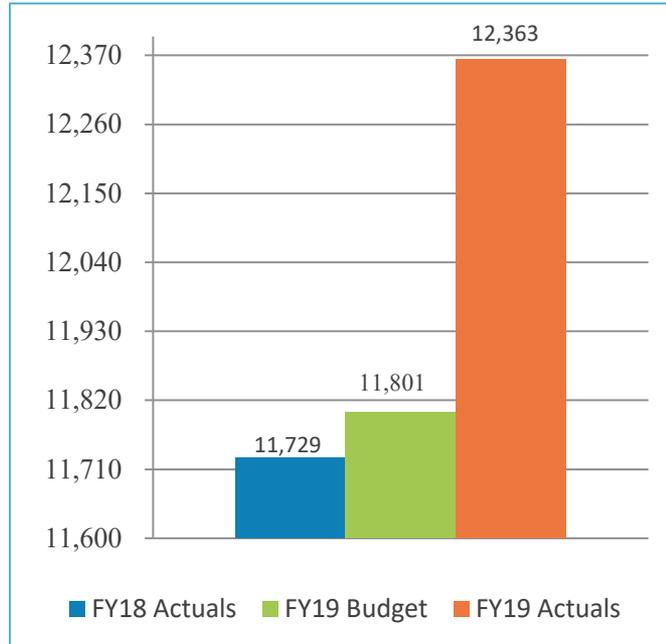
August 26, 2019

# Enplanements

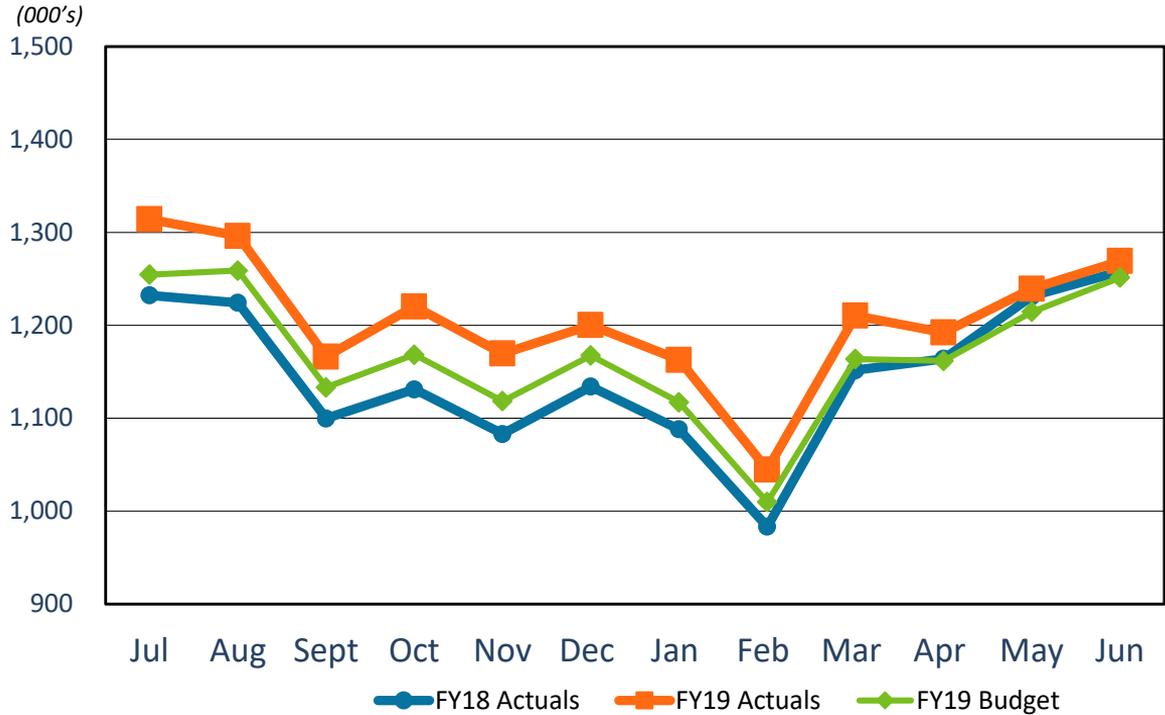


FY19 YTD Act Vs.  
FY18 YTD Act  
5.4%

FY19 YTD Act Vs.  
FY19 YTD Budget  
4.8%

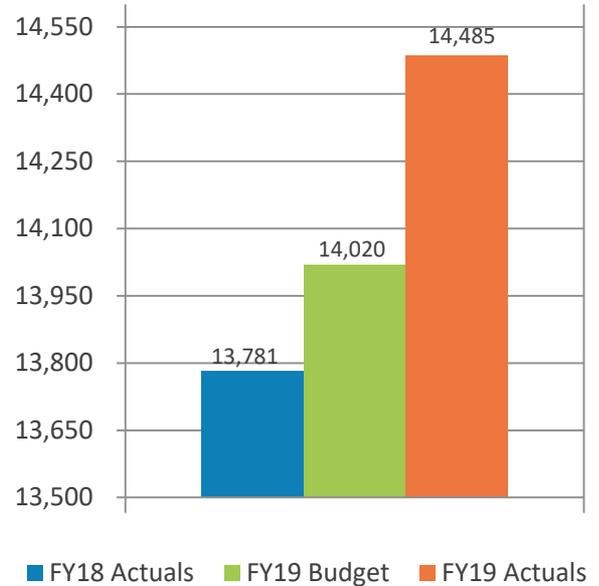


# Gross Landing Weight Units (000 lbs)



FY19 YTD Act Vs.  
FY18 YTD Act  
5.1%

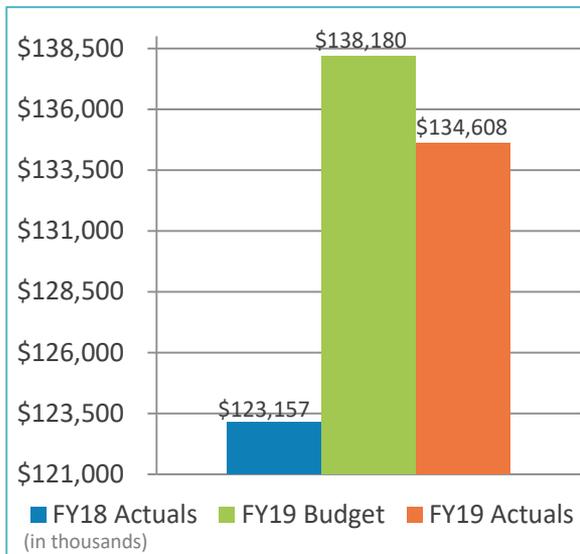
FY19 YTD Act Vs.  
FY19 YTD Budget  
3.3%



# Operating Revenue (Unaudited)

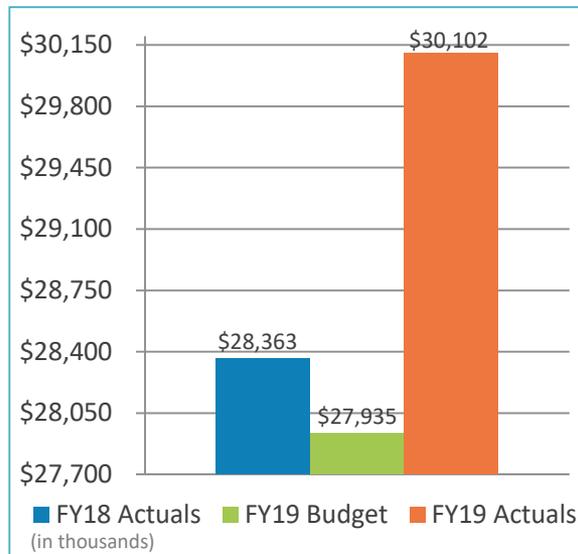
## Aviation

FY19 YTD Act Vs. FY18 YTD Act 9.3%	FY19 YTD Act Vs. FY19 YTD Budget -2.6%
--	--



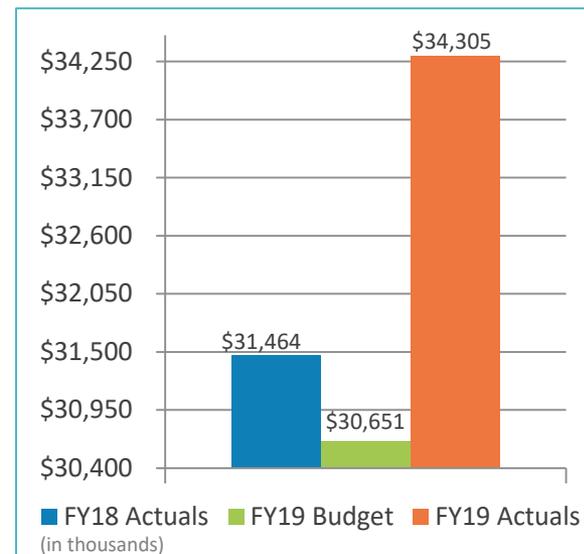
## Terminal Concessions

FY19 YTD Act Vs. FY18 YTD Act 6.1%	FY19 YTD Act Vs. FY19 YTD Budget 7.8%
--	---



## Rental Car

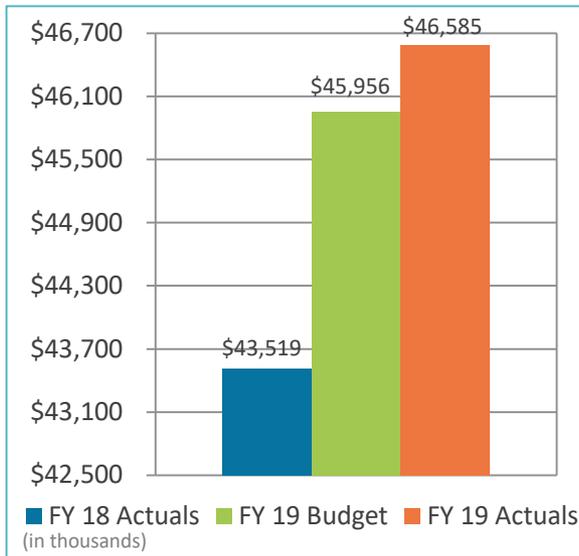
FY19 YTD Act Vs. FY18 YTD Act 9.0%	FY19 YTD Act Vs. FY19 YTD Budget 11.9%
--	--



# Operating Revenue (Unaudited)

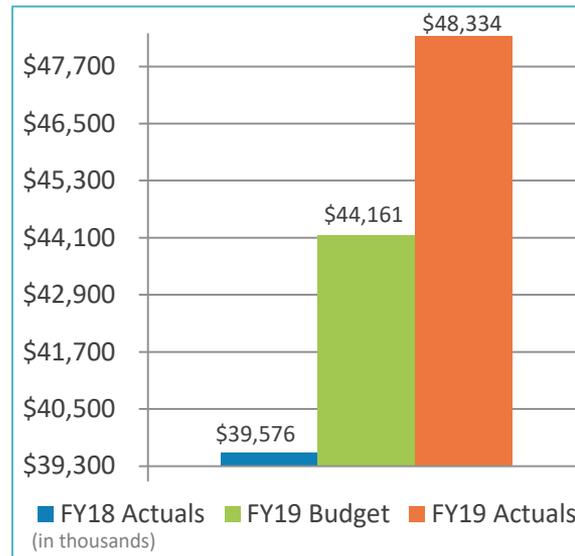
## Parking Revenue

FY19 YTD Act Vs. FY18 YTD Act 7.0%	FY19 YTD Act Vs. FY19 YTD Budget 1.4%
--	---

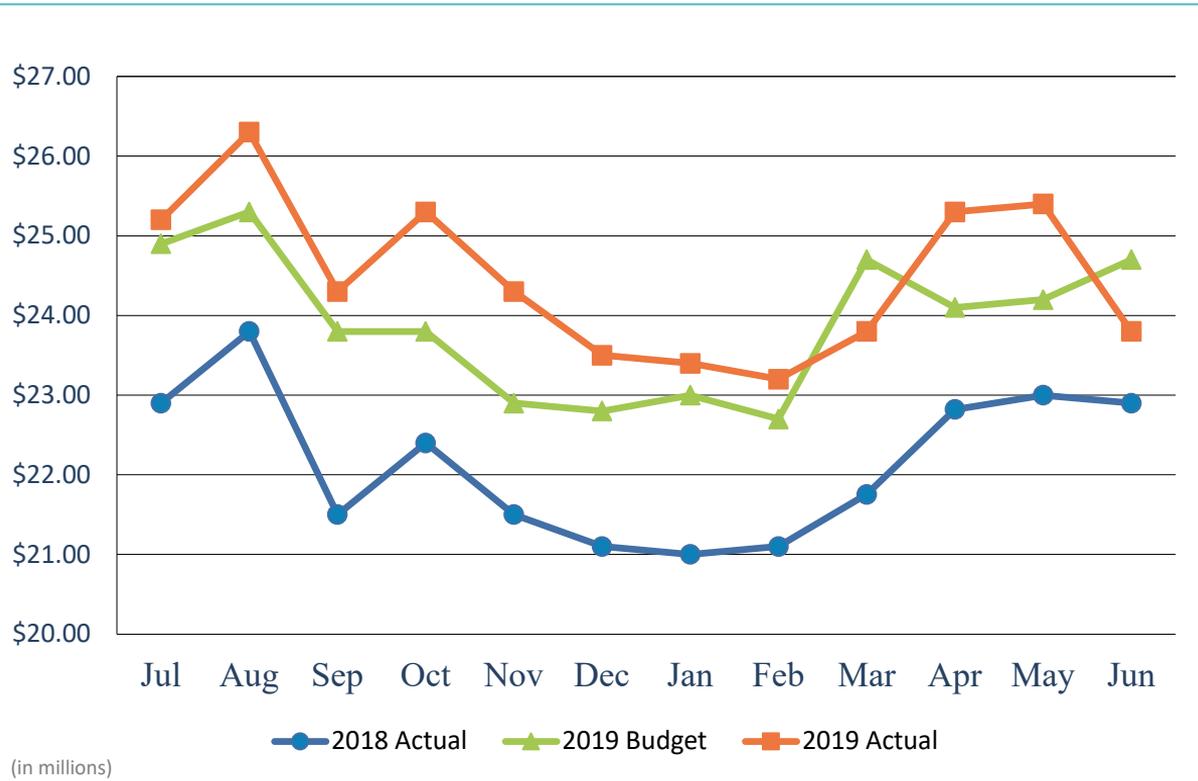


## Other

FY19 YTD Act Vs. FY18 YTD Act 22.1%	FY19 YTD Act Vs. FY19 YTD Budget 9.4%
---	---

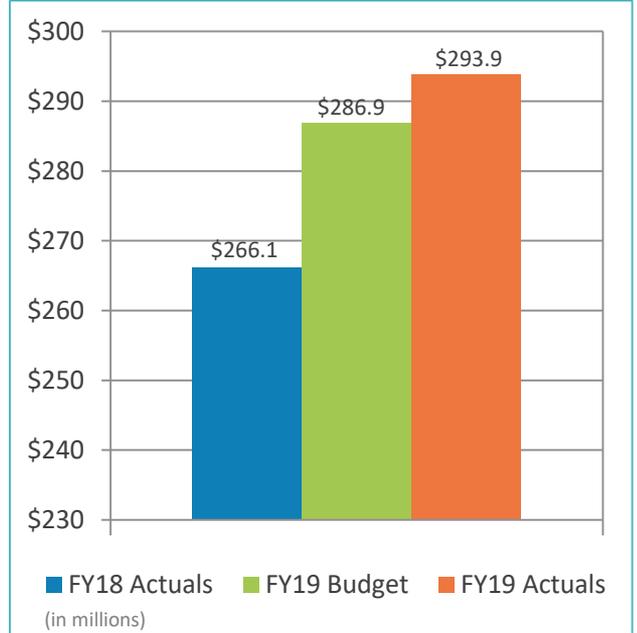


# Total Operating Revenue (Unaudited)



FY19 YTD Act Vs.  
FY18 YTD Act  
10.4%

FY19 YTD Act Vs.  
FY19 YTD Budget  
2.4%

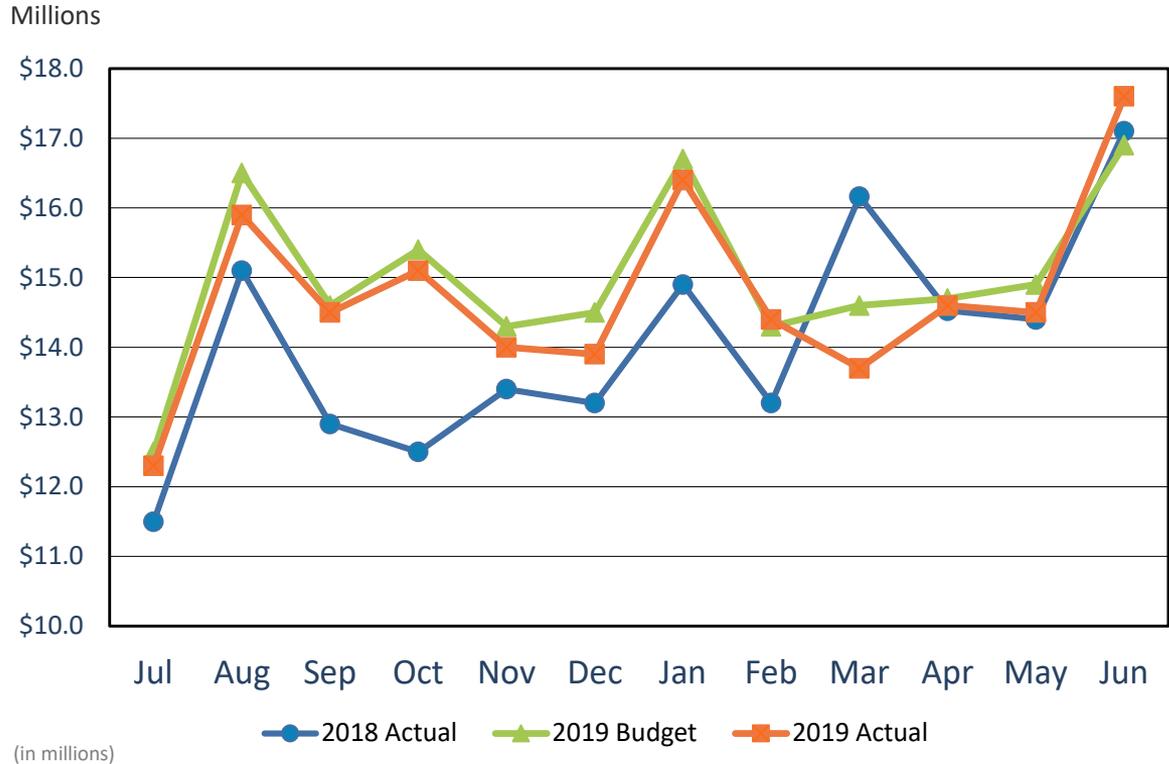


# Operating Revenues

## for the Fiscal Year Ended June 30, 2019 (Unaudited)

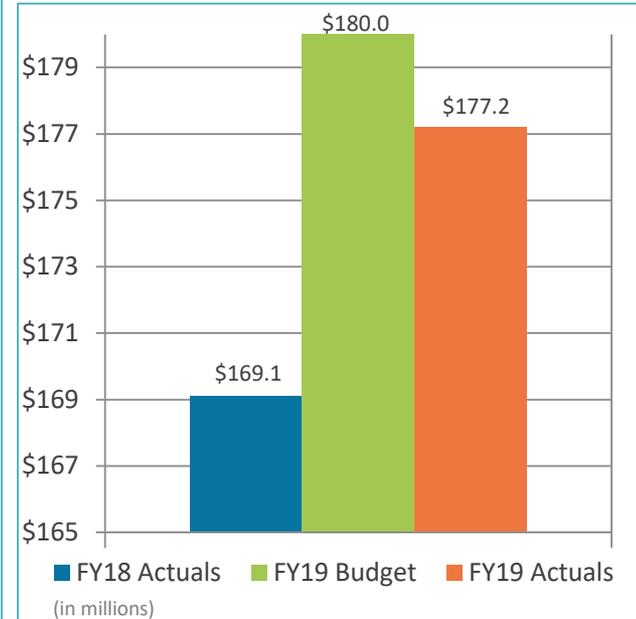
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Aviation	\$ 138,180	\$ 134,608	\$ (3,572)	(3)%	\$ 123,157
Terminal concessions	27,935	30,102	2,167	8%	28,363
Rental car	30,651	34,305	3,654	12%	31,464
Parking	45,956	46,585	629	1%	43,519
Other operating	44,161	48,334	4,173	9%	39,576
<b>Total operating revenues</b>	<b>\$ 286,883</b>	<b>\$ 293,934</b>	<b>\$ 7,051</b>	<b>2%</b>	<b>\$ 266,079</b>

# Total Operating Expenses (Unaudited)



FY19 YTD Act Vs.  
FY18 YTD Act  
-4.8%

FY19 YTD Act Vs.  
FY19 YTD Budget  
1.6%



# Operating Expenses

## for the Fiscal Year Ended June 30, 2019 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Salaries and benefits	\$ 49,241	\$ 49,578	\$ (337)	(1)%	\$ 47,866
Contractual services	49,764	49,903	(139)	-	45,249
Safety and security	33,144	31,397	1,747	5%	30,733
Space rental	10,191	10,191	-	-	10,190
Utilities	13,357	13,194	163	1%	12,510
Maintenance	13,788	13,436	352	3%	12,603
Equipment and systems	353	375	(22)	(6)%	598
Materials and supplies	542	656	(114)	(21)%	656
Insurance	1,248	1,200	48	4%	1,098
Employee development and support	1,160	1,045	115	10%	1,248
Business development	3,045	2,630	415	14%	3,246
Equipment rental and repairs	4,164	3,614	550	13%	3,124
<b>Total operating expenses</b>	<b>\$ 179,997</b>	<b>\$ 177,219</b>	<b>\$ 2,778</b>	<b>2%</b>	<b>\$ 169,123</b>

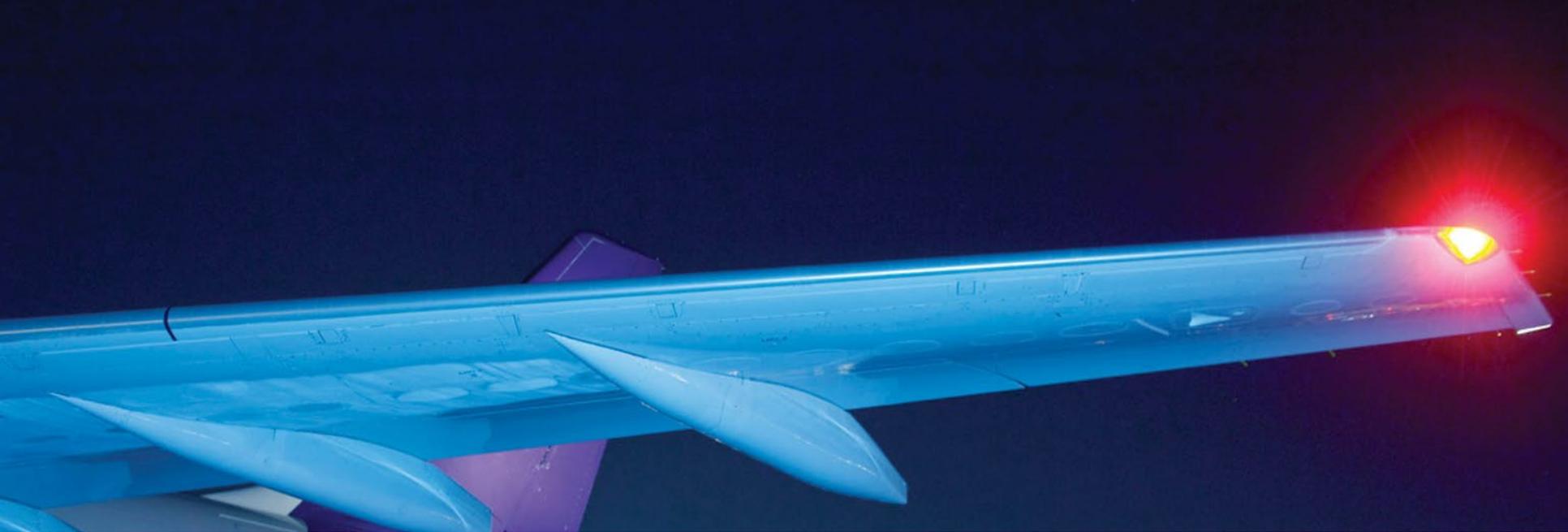
# Net Operating Income (Loss) Summary

## for the Fiscal Year Ended June 30, 2019 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	%	Prior Year
Total operating revenues	\$ 286,883	\$ 293,934	\$ 7,051	2%	\$ 266,079
Total operating expenses	179,997	177,219	2,778	2%	169,123
<b>Income from operations</b>	<b>106,886</b>	<b>116,715</b>	<b>9,829</b>	<b>9%</b>	<b>96,956</b>
Depreciation	124,329	124,329	-	-	105,532
<b>Operating income (loss)</b>	<b>\$ (17,443)</b>	<b>\$ (7,614)</b>	<b>\$ 9,829</b>	<b>56%</b>	<b>\$ (8,576)</b>

# Nonoperating Revenues & Expenses for the Fiscal Year Ended June 30, 2019 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	%	Prior Year
Passenger facility charges	\$ 46,627	\$ 49,198	\$ 2,570	6%	\$ 46,953
Customer facility charges (Rental Car Center)	40,204	41,919	1,714	4%	41,037
Quieter Home Program, net	(3,095)	(3,291)	(195)	(6)%	(2,861)
Interest income	14,006	16,812	2,806	20%	13,374
Interest expense (net)	(69,404)	(69,815)	(412)	(1)%	(63,745)
Other nonoperating revenue (expense)	(10)	8,211	8,221	-	(13,229)
<b>Nonoperating revenue, net</b>	<b>28,328</b>	<b>43,034</b>	<b>14,706</b>	52%	<b>21,529</b>
<b>Change in net position before grant contributions</b>	<b>10,885</b>	<b>35,420</b>	<b>24,535</b>	225%	<b>12,953</b>
Capital grant contributions	8,149	8,213	64	1%	13,079
<b>Change in net position</b>	<b>\$ 19,034</b>	<b>43,633</b>	<b>\$ 24,599</b>	<b>129%</b>	<b>\$ 26,032</b>



**Statements of Net Position (Unaudited)  
June 30, 2019 and 2018**

# Statements of Net Position (Unaudited)

## As of June 30, 2019 and 2018

(In Thousands)

	<u>2019</u>	<u>2018</u>
<b>Assets and Deferred Outflows of Resources</b>		
Current assets	\$ 145,639	\$ 94,850
Cash designated for capital projects and other	26,208	39,294
Restricted assets	467,107	535,597
Capital assets, net	1,722,966	1,704,141
Other assets	202,976	197,342
Deferred outflows of resources	26,681	24,196
<b>Total assets and deferred outflows of resources</b>	<b>\$ 2,591,577</b>	<b>\$ 2,595,420</b>

# Statements of Net Position (Unaudited)

## As of June 30, 2019 and 2018

(In Thousands)

	<u>2019</u>	<u>2018</u>
<b>Liabilities and Deferred Inflows of Resources</b>		
Current liabilities	\$ 68,732	\$ 83,591
Liabilities payable from restricted assets	62,099	62,351
Long term liabilities	1,600,229	1,635,326
Deferred inflows of resources	6,961	4,227
<b>Total liabilities and deferred inflows of resources</b>	<b>\$ 1,738,021</b>	<b>\$ 1,785,496</b>
<b>Total net position</b>	<b>\$ 853,556</b>	<b>\$ 809,925</b>



Questions?

## Board Communication

Date: September 5, 2019  
To: Board Members  
Via: Kimberly J. Becker, President/CEO  
From: Scott M. Brickner, Vice President, Chief Financial Officer  
Subject: Accept the Authority's Investment Report as of July 31, 2019:

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Attached is the Authority's Investment Report as of July 31, 2019 that was presented to the Finance Committee on August 26, 2019.



**SAN DIEGO**  
INTERNATIONAL AIRPORT  
LET'S **GO.**

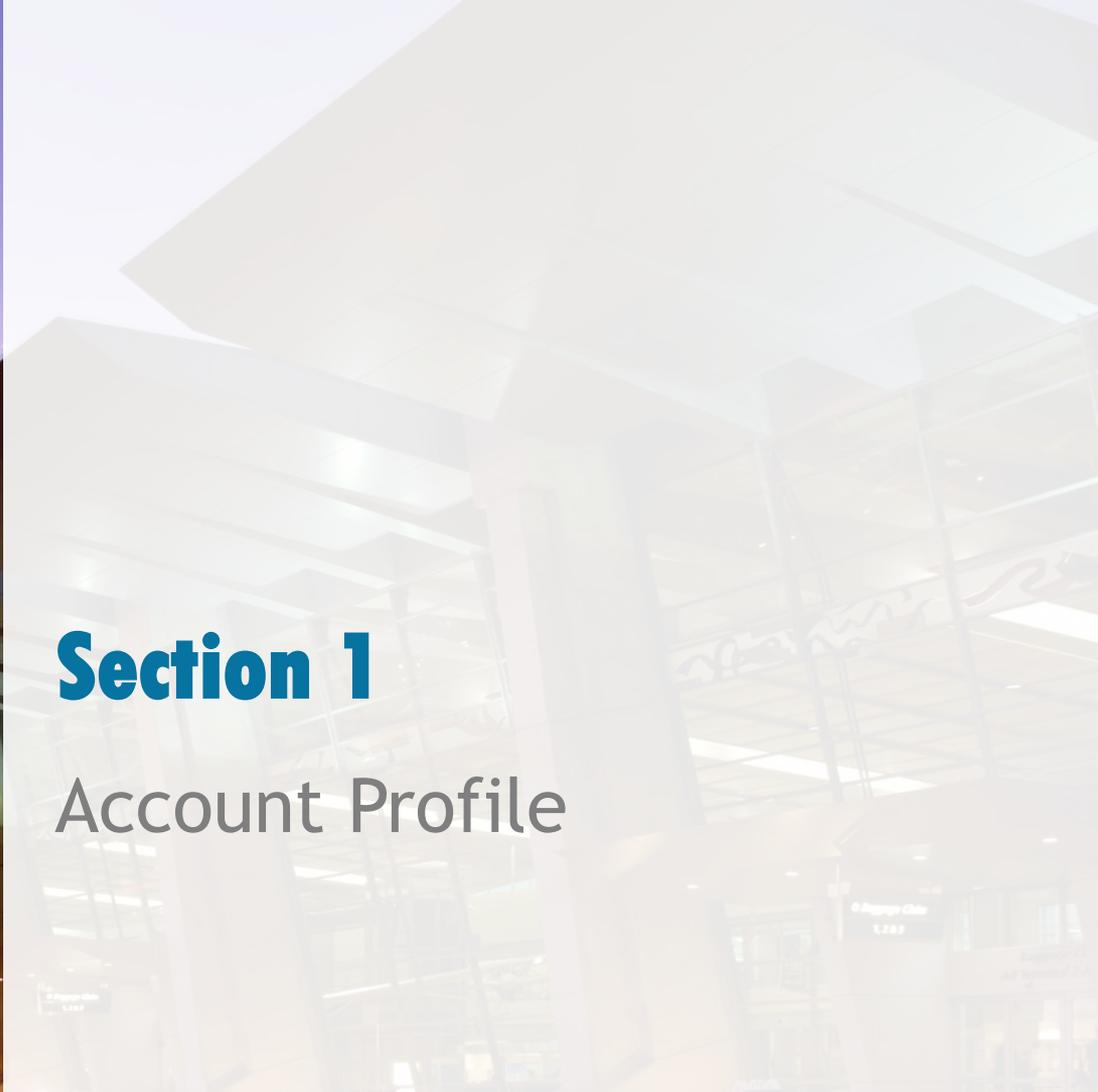
# Investment Report

Period Ending  
July 31, 2019



# Section 1

## Account Profile



# Certification Page

This report is prepared for the San Diego County Regional Airport Authority (the “Authority”) in accordance with California Government Code Section 53646, which states that “the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency within 30 days following the end of the quarter covered by the report.”

The investment report was compiled in compliance with California Government Code 53646 and the Authority’s approved Investment Policy. All investment transactions made in the Authority’s portfolio during this period were made on behalf of the Authority. Sufficient liquidity and anticipated revenue are available to meet expenditure requirements for the next six months.



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Scott Brickner, C.P.A.  
Vice President, Chief Financial Officer  
San Diego County Regional Airport Authority

# Objectives

## Investment Objectives

The San Diego County Regional Airport Authority's investment objectives, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs and a market rate of return consistent with the investment program. In order to achieve these objectives, the portfolio invests in high quality fixed income securities consistent with the investment policy and California Government Code.

# Portfolio Characteristics

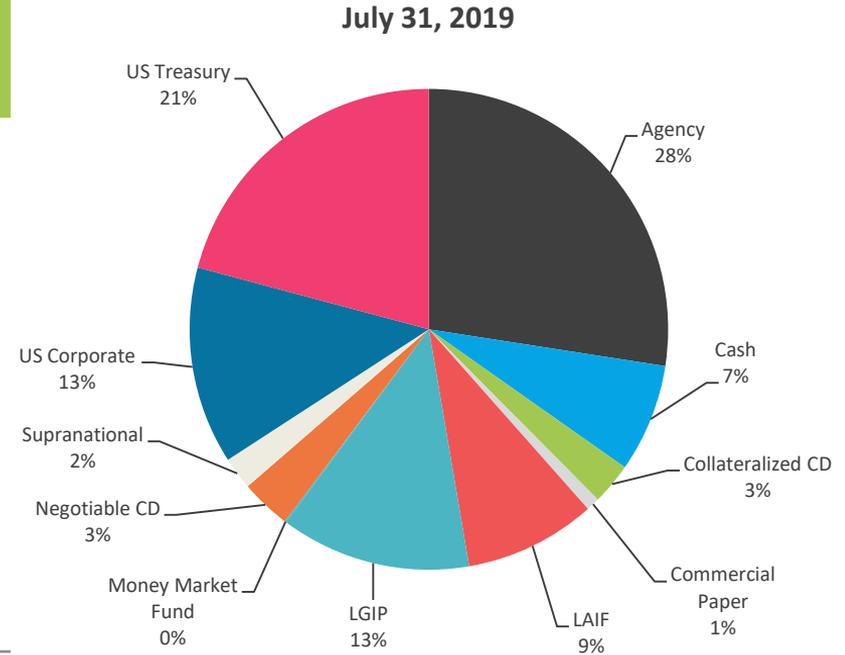
## SDCRAA Consolidated

	7/31/2019	6/30/2019	Change
	Portfolio	Portfolio	Portfolio
Average Maturity (yrs)	1.48	1.38	0.10
Average Purchase Yield	2.17%	2.18%	(0.01%)
Average Market Yield	2.11%	2.08%	0.03%
Average Quality*	AA/Aa1	AA/Aa1	AA/Aa1
Unrealized Gains/Losses	3,702,335	4,363,169	(660,834)
Total Market Value	565,692,205	529,738,866	35,953,339

\*Portfolio is S&P and Moody's, respectively.

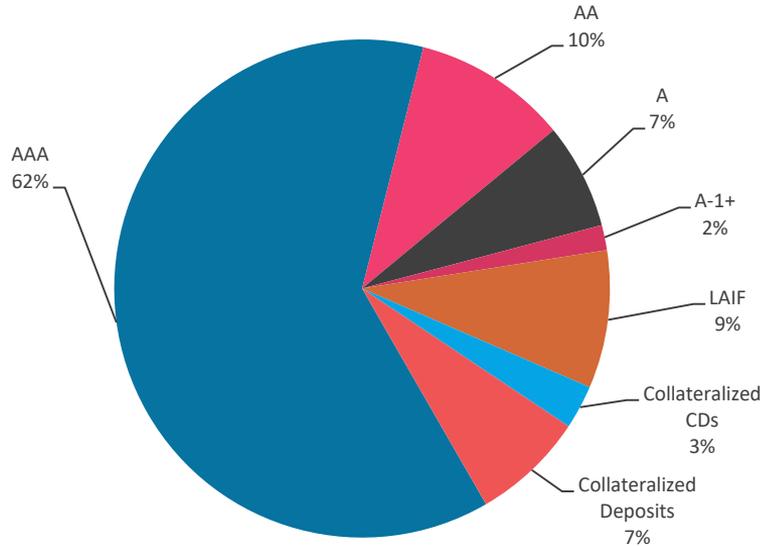
# Sector Distribution

	July 31, 2019		June 30, 2019	
	Total Market Value	% of Portfolio	Total Market Value	% of Portfolio
Agency	155,452,595	27.5%	135,540,168	25.6%
Cash	41,135,124	7.3%	40,558,128	7.6%
Collateralized CD	15,955,123	2.8%	15,923,749	3.0%
Commercial Paper	4,957,758	0.9%	0	0%
LAIF	50,212,117	8.9%	50,095,523	9.5%
LGIP	72,989,016	12.9%	72,717,799	13.7%
Money Market Fund	301,301	0.1%	153,611	0.0%
Negotiable CD	18,966,618	3.3%	18,914,775	3.6%
Supranational	12,624,538	2.2%	12,687,291	2.4%
US Corporate	75,075,579	13.3%	67,172,042	12.7%
US Treasury	118,022,435	20.8%	115,975,780	21.9%
<b>TOTAL</b>	<b>565,692,205</b>	<b>100.0%</b>	<b>529,738,866</b>	<b>100.0%</b>



# Quality & Maturity Distribution

July 31, 2019

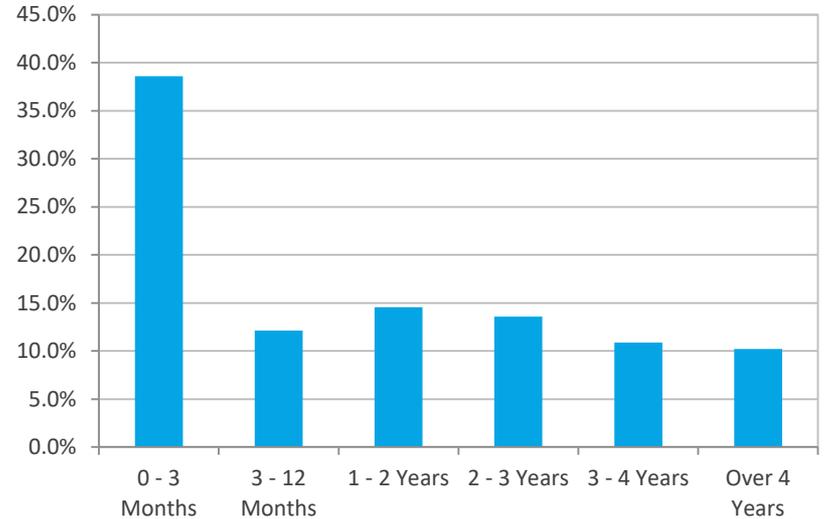


**Notes:**

Security ratings are based on the highest rating provided by Moody's, S&P and Fitch and is presented using the S&P ratings scale.

(1) Includes investments that have split ratings between S&P, Moody's and Fitch.

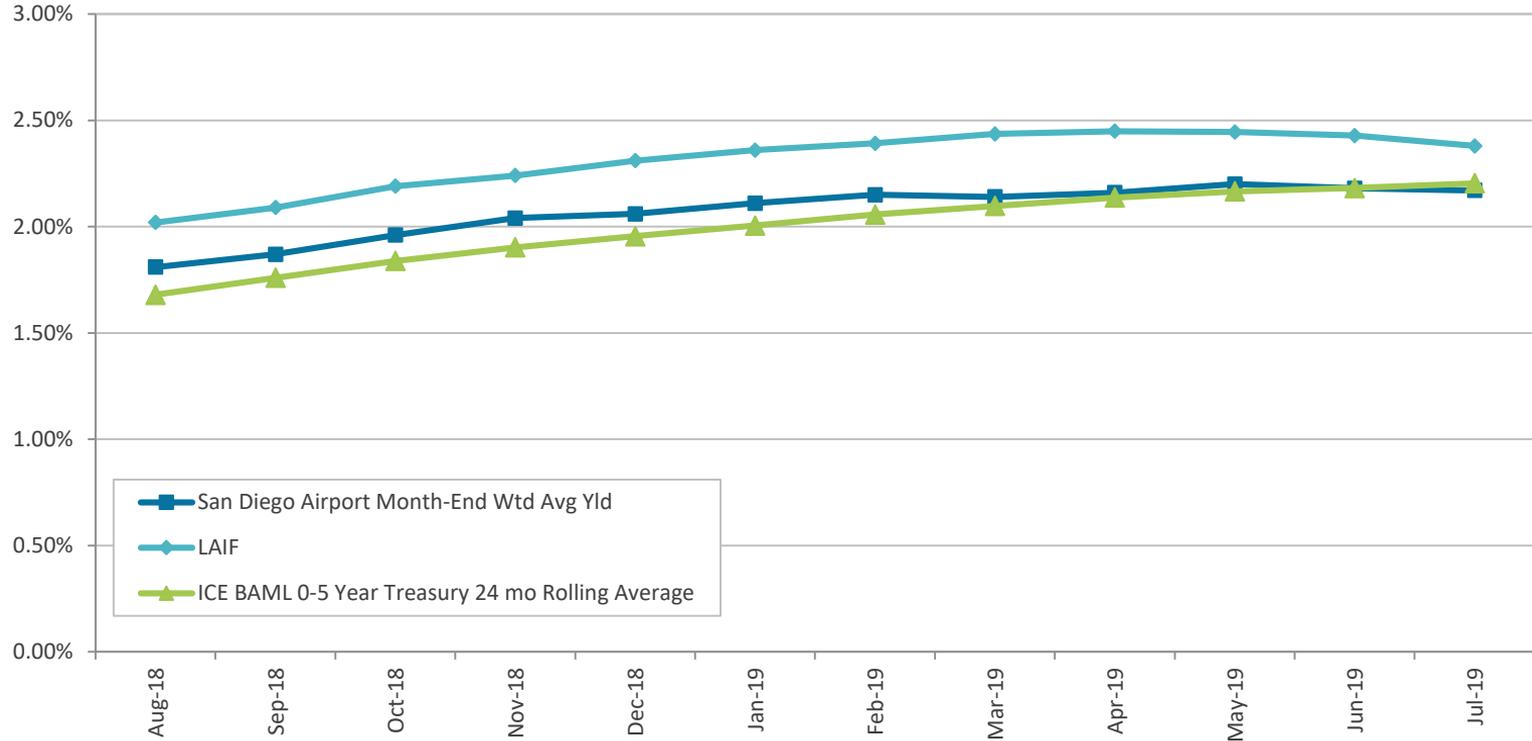
July 31, 2019



**Notes:**

(1) The 0-3 category includes investments held in LAIF, CalTrust, and the San Diego County Investment Pool.

# Investment Performance





## Section 2

### Bond Proceeds

# Bond Proceeds

## Summary of 2010, 2013, 2014 & 2017 Bond Proceeds <sup>(1)</sup>

As of July 31, 2019  
(in thousands)

	2014 Special Facility Revenue Bond	2010, 2013 and 2017 General Airport Revenue Bonds	Total Bond Proceeds	Yield	Rating
<b>Project Fund</b>					
LAIF	-	8,713	8,713	2.37%	N/R
SDCIP	-	32,009	32,009	2.39%	AAAf
Money Market Fund	-	97	97	2.24%	AAAm
	-	40,819	40,819	2.39%	
<b>Debt Service Reserve &amp; Coverage Funds</b>					
SDCIP	29,681	80,743	110,424	2.39%	AAAf
Torrey Pines Bank CD	-	22,424	22,424	2.00%	N/R
	29,681	103,167	132,848	2.32%	
<b>TOTAL</b>	<b>29,681</b>	<b>143,986</b>	<b>173,667</b>	<b>2.34%</b>	

(1) Bond Proceeds are not included in deposit limits as applied to operating funds.  
SDCIP Yield as of June 30, 2019

A low-angle photograph of a modern airport terminal building. The building features a complex, multi-tiered structure with large concrete overhangs and glass facades. The sky is bright and clear. A teal-colored overlay with a geometric pattern is positioned in the upper left quadrant, containing the word "Questions?".

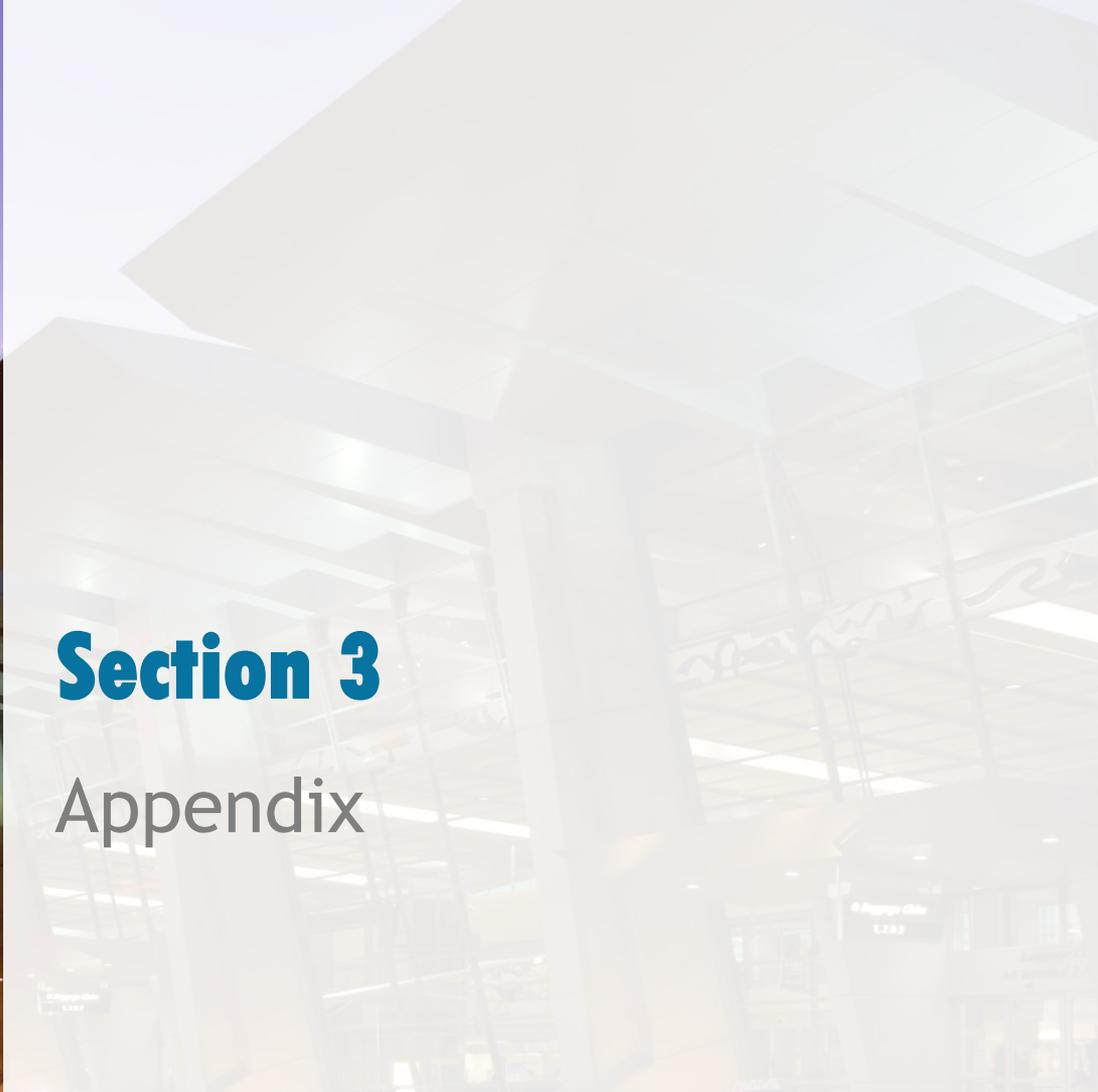
Questions?

● Ticketing  
U S Airways



## Section 3

### Appendix



# Compliance

July 31, 2019

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by SDCRAA. Chandler relies on SDCRAA to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Treasury Issues	No Limit	Complies
Agency Issues	No Limit	Complies
Supranationals	"AA" rated or better by a Nationally Recognized Statistical Rating Organization ("NRSRO"); 30% maximum; 10% max per issuer; U.S. dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development ("IBRD"), the International Finance Corporation ("IFC") or the Inter-American Development Bank ("IADB")	Complies
Municipal Issues	"A" rated or better by a NRSRO; 20% maximum; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rated or equivalent or highest category by a NRSRO; 40% maximum; 5% max per bank; 180 days max maturity	Complies
Commercial Paper	"A-1" rated or equivalent by a NRSRO; or "A" rated issuer or equivalent by a NRSRO, if any long-term debt; 25% maximum; 5% max per issuer (combined with any other securities from that issuer); 270 days max maturity; Entity organized and operating in the U.S. as a general corporation and has total assets >\$500 million; or Entity is organized within the U.S. as a special purpose corporation, trust, or limited liability company and has credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.	Complies
Negotiable Certificates of Deposit ("NCD")	"A" rated issuer or better by a NRSRO; 30% maximum; 5% max per issuer (combined with any other securities from that issuer); Issued by nationally or state-chartered bank, a state or federal savings institution or by a federally licensed or state licensed branch of a foreign bank.	Complies
Time Deposits/Certificates of Deposit/ Bank Deposit	Bank Deposits, including, demand deposit accounts, savings accounts, market rate accounts, and time certificates of deposits ("TCD") in financial institutions located in California. 20% maximum; 5% max per TCD issuer in excess of FDIC limit (combined with other securities from that issuer); 3 years max maturity; Financial institutions with net worth of \$10 million and total assets of \$50 million; Deposits in each bank limited to 5% max of the total assets of bank; To be eligible to receive Authority deposits, financial institution must have received a minimum overall satisfactory rating, under the Community Reinvestment Act, for meeting the credit needs of California Communities; Bank Deposits are required to be collateralized as specified by Cal. Gov. Code §53630 et seq.; Collateralization may be waived for any portion that is covered by FDIC	Complies
Medium Term Notes	"A" rated or better by a NRSRO; 20% maximum; 5% max per issuer (combined with any other securities from that issuer); Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S.	Complies
Money Market Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered investment adviser with assets under management in excess of \$500 million and experience greater than 5 years; 20% maximum; 10% per fund; 5% max of total fund balance	Complies
Repurchase Agreements	"A" rated or better by a NRSRO; 1 year max maturity; U.S. Treasury or Federal Agency collateral only	Complies
Local Agency Investment Fund (LAIF)	Max program limit for LAIF; Pursuant to California Gov. Code Section 16429.1	Complies
San Diego County Investment Pool (SDCIP)	Max program limit for LAIF	Complies
Local Government Investment Pool (LGIP)	Max program limit for LAIF	Complies
Prohibited	Inverse floaters, Range notes, Interest-only strips from mortgaged backed securities; Common stocks; Zero interest accrual securities	Complies
Average Maturity	3 years	Complies
Maximum maturity	5 years	Complies

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Agency</b>									
3137EADK2	FHLMC Note 1.250% Due 08/01/2019	5,000,000.00	07/08/2016 0.82%	5,064,250.00	100.00 1.25%	5,000,000.00 31,250.00	0.89% (64,250.00)	Aaa / AA+ AAA	0.00 0.00
3135G0N33	FNMA Note 0.875% Due 08/02/2019	7,800,000.00	08/02/2016 0.93%	7,786,896.00	100.00 2.31%	7,799,688.00 33,935.42	1.38% 12,792.00	Aaa / AA+ AAA	0.01 0.00
3130A8Y72	FHLB Note 0.875% Due 08/05/2019	4,300,000.00	10/21/2016 1.03%	4,281,424.00	99.98 2.25%	4,299,337.80 18,394.44	0.76% 17,913.80	Aaa / AA+ AAA	0.01 0.01
3135G0P49	FNMA Note 1.000% Due 08/28/2019	13,500,000.00	09/06/2016 1.06%	13,477,860.00	99.91 2.08%	13,487,809.50 56,625.00	2.39% 9,949.50	Aaa / AA+ AAA	0.08 0.08
3130A9EP2	FHLB Note 1.000% Due 09/26/2019	10,000,000.00	10/07/2016 1.09%	9,972,700.00	99.82 2.18%	9,981,890.00 34,722.22	1.77% 9,190.00	Aaa / AA+ AAA	0.16 0.15
3135G0T29	FNMA Note 1.500% Due 02/28/2020	13,035,000.00	02/28/2017 1.58%	13,003,050.30	99.64 2.12%	12,988,491.12 83,098.13	2.31% (14,559.18)	Aaa / AA+ AAA	0.58 0.57
313378J77	FHLB Note 1.875% Due 03/13/2020	3,000,000.00	05/16/2017 1.57%	3,025,080.00	99.88 2.08%	2,996,250.00 21,562.50	0.53% (28,830.00)	Aaa / AA+ NR	0.62 0.61
313370U55	FHLB Note 2.875% Due 09/11/2020	5,000,000.00	10/30/2018 2.90%	4,997,450.00	100.89 2.06%	5,044,635.00 55,902.78	0.90% 47,185.00	Aaa / AA+ AAA	1.12 1.08
3135G0U84	FNMA Note 2.875% Due 10/30/2020	5,000,000.00	10/30/2018 2.91%	4,996,750.00	101.04 2.03%	5,051,870.00 36,336.81	0.90% 55,120.00	Aaa / AA+ AAA	1.25 1.22
313371U79	FHLB Note 3.125% Due 12/11/2020	4,500,000.00	11/29/2018 2.86%	4,523,220.00	101.44 2.04%	4,564,863.00 19,531.25	0.81% 41,643.00	Aaa / AA+ AAA	1.37 1.32
3130A1W95	FHLB Note 2.250% Due 06/11/2021	7,500,000.00	07/19/2019 1.87%	7,552,725.00	100.54 1.95%	7,540,200.00 23,437.50	1.34% (12,525.00)	Aaa / AA+ AAA	1.87 1.81

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3130AF5B9	FHLB Note 3.000% Due 10/12/2021	4,500,000.00	10/22/2018 3.05%	4,493,385.00	102.31 1.92%	4,603,963.50 40,875.00	0.82% 110,578.50	Aaa / AA+ NR	2.20 2.11
3130AEBM1	FHLB Note 2.750% Due 06/10/2022	7,150,000.00	Various 2.82%	7,131,662.00	102.37 1.89%	7,319,598.00 27,855.21	1.30% 187,936.00	Aaa / AA+ NR	2.86 2.73
313383WD9	FHLB Note 3.125% Due 09/09/2022	4,000,000.00	09/27/2018 3.00%	4,019,040.00	103.65 1.91%	4,145,832.00 49,305.56	0.74% 126,792.00	Aaa / AA+ AAA	3.11 2.92
3130A3KM5	FHLB Note 2.500% Due 12/09/2022	6,000,000.00	08/16/2018 2.81%	5,924,640.00	101.91 1.91%	6,114,588.00 21,666.67	1.08% 189,948.00	Aaa / AA+ NR	3.36 3.20
313383QR5	FHLB Note 3.250% Due 06/09/2023	4,900,000.00	09/11/2018 2.97%	4,959,045.00	105.03 1.89%	5,146,259.30 23,002.78	0.91% 187,214.30	Aaa / AA+ NR	3.86 3.61
3133EJUS6	FFCB Note 2.875% Due 07/17/2023	6,000,000.00	02/07/2019 2.56%	6,078,480.00	103.61 1.92%	6,216,486.00 6,708.33	1.10% 138,006.00	Aaa / AA+ AAA	3.96 3.74
313383YJ4	FHLB Note 3.375% Due 09/08/2023	7,000,000.00	Various 2.65%	7,219,535.00	105.75 1.91%	7,402,556.00 93,843.75	1.33% 183,021.00	Aaa / AA+ NR	4.11 3.79
3130A0F70	FHLB Note 3.375% Due 12/08/2023	6,850,000.00	Various 2.75%	7,045,064.00	106.04 1.92%	7,263,479.70 34,035.94	1.29% 218,415.70	Aaa / AA+ AAA	4.36 4.04
3130AB3H7	FHLB Note 2.375% Due 03/08/2024	6,800,000.00	Various 2.36%	6,805,744.00	102.24 1.86%	6,952,524.00 64,151.39	1.24% 146,780.00	Aaa / AA+ NR	4.61 4.31
3133EKNX0	FFCB Note 2.160% Due 06/03/2024	5,000,000.00	07/19/2019 1.89%	5,062,250.00	101.03 1.93%	5,051,685.00 17,400.00	0.90% (10,565.00)	Aaa / AA+ AAA	4.85 4.56
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	8,000,000.00	06/12/2019 2.00%	8,331,920.00	104.43 1.92%	8,354,416.00 30,027.78	1.48% 22,496.00	Aaa / AA+ NR	4.88 4.53

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3135GOV75	FNMA Note 1.750% Due 07/02/2024	7,350,000.00	07/19/2019 1.87%	7,310,236.50	99.24 1.91%	7,294,287.00 8,217.71	1.29% (15,949.50)	Aaa / AA+ AAA	4.93 4.68
<b>TOTAL Agency</b>		<b>152,185,000.00</b>	<b>2.03%</b>	<b>153,062,406.80</b>	<b>1.99%</b>	<b>154,620,708.92</b> <b>831,886.17</b>	<b>27.48%</b> <b>1,558,302.12</b>	<b>Aaa / AA+</b> <b>Aaa</b>	<b>2.26</b> <b>2.13</b>

Cash									
PP2118\$00	U.S. Bank Checking Account	41,205.46	Various 0.00%	41,205.46	1.00 0.00%	41,205.46 0.00	0.01% 0.00	NR / NR NR	0.00 0.00
PP2118V\$7	EastWest Bank Deposit Account	27,298,951.67	Various 2.47%	27,298,951.67	1.00 2.47%	27,298,951.67 0.00	4.83% 0.00	NR / NR NR	0.00 0.00
PP2118V\$8	EastWest Bank Deposit Account	107,577.62	Various 1.81%	107,577.62	1.00 1.81%	107,577.62 0.00	0.02% 0.00	NR / NR NR	0.00 0.00
PP2118V\$9	U.S. Bank Checking Account	13,687,388.80	Various 0.00%	13,687,388.80	1.00 0.00%	13,687,388.80 0.00	2.42% 0.00	NR / NR NR	0.00 0.00
<b>TOTAL Cash</b>		<b>41,135,123.55</b>	<b>1.64%</b>	<b>41,135,123.55</b>	<b>1.64%</b>	<b>41,135,123.55</b> <b>0.00</b>	<b>7.27%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>

Collateralized CD									
PP2118\$02	EastWest Bank Collateralized CD 2.600% Due 10/24/2019	5,230,903.47	Various 2.60%	5,230,903.47	100.00 2.60%	5,230,903.47 2,980.90	0.93% 0.00	NR / NR NR	0.23 0.23

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
PP2118\$10	EastWest Bank Collateralized CD 2.200% Due 07/07/2021	10,720,592.33	Various 2.21%	10,720,592.33	100.00 2.21%	10,720,592.33 646.18	1.90% 0.00	/	1.94 1.88
<b>TOTAL Collateralized CD</b>		<b>15,951,495.80</b>	<b>2.34%</b>	<b>15,951,495.80</b>	<b>2.34%</b>	<b>15,951,495.80</b> <b>3,627.08</b>	<b>2.82%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>1.38</b> <b>1.34</b>

## Commercial Paper

62479MZG1	MUFG Bank Ltd/NY Discount CP 2.220% Due 12/16/2019	5,000,000.00	07/22/2019 2.27%	4,957,758.33	99.16 2.27%	4,957,758.33 0.00	0.88% 0.00	P-1 / A-1 NR	0.38 0.37
<b>TOTAL Commercial Paper</b>		<b>5,000,000.00</b>	<b>2.27%</b>	<b>4,957,758.33</b>	<b>2.27%</b>	<b>4,957,758.33</b> <b>0.00</b>	<b>0.88%</b> <b>0.00</b>	<b>P-1 / A-1</b> <b>NR</b>	<b>0.38</b> <b>0.37</b>

## LAIF

90LAIF\$00	Local Agency Investment Fund State Pool	50,111,061.44	Various 2.37%	50,111,061.44	1.00 2.37%	50,111,061.44 101,056.05	8.88% 0.00	NR / NR NR	0.00 0.00
<b>TOTAL LAIF</b>		<b>50,111,061.44</b>	<b>2.37%</b>	<b>50,111,061.44</b>	<b>2.37%</b>	<b>50,111,061.44</b> <b>101,056.05</b>	<b>8.88%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>

## Local Gov Investment Pool

90SDCP\$00	County of San Diego Pooled Investment Pool	57,017,754.00	Various 2.39%	57,017,754.00	1.00 2.39%	57,017,754.00 0.00	10.08% 0.00	NR / NR AAA	0.00 0.00
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# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
09CATR\$04	CalTrust Short Term Fund	1,592,349.12	Various 2.38%	15,939,775.03	10.03 2.38%	15,971,261.68 0.00	2.82% 31,486.65	NR / AA NR	0.00 0.00
<b>TOTAL Local Gov Investment Pool</b>		<b>58,610,103.12</b>	<b>2.39%</b>	<b>72,957,529.03</b>	<b>2.39%</b>	<b>72,989,015.68</b> <b>0.00</b>	<b>12.90%</b> <b>31,486.65</b>	<b>NR / AA</b> <b>Aaa</b>	<b>0.00</b> <b>0.00</b>

Money Market Fund FI									
262006307	Dreyfus Gov't Cash Management Money Market Fund	301,301.06	Various 1.97%	301,301.06	1.00 1.97%	301,301.06 0.00	0.05% 0.00	Aaa / AAA NR	0.00 0.00
<b>TOTAL Money Market Fund FI</b>		<b>301,301.06</b>	<b>1.97%</b>	<b>301,301.06</b>	<b>1.97%</b>	<b>301,301.06</b> <b>0.00</b>	<b>0.05%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>

Negotiable CD									
83050FXT3	Skandinav Enskilda BK NY Yankee CD 1.840% Due 08/02/2019	5,750,000.00	08/04/2017 1.86%	5,747,757.50	100.00 2.25%	5,749,862.00 52,900.00	1.03% 2,104.50	Aa3 / A+ AA-	0.01 0.01
89114MNX6	Toronto Dominion Bank Yankee CD 3.090% Due 12/02/2019	5,000,000.00	11/29/2018 3.09%	5,000,000.00	100.00 3.09%	5,000,000.00 104,716.67	0.90% 0.00	P-1 / A-1+ F-1+	0.34 0.33
90333VK82	US Bank National Association Negotiable CD 2.450% Due 02/28/2020	4,000,000.00	02/28/2019 2.45%	4,000,000.00	100.00 2.45%	4,000,000.00 41,922.22	0.71% 0.00	P-1 / A-1+ F-1+	0.58 0.57
87019U6D6	Swedbank Inc Negotiable CD 2.270% Due 11/16/2020	4,000,000.00	11/17/2017 2.27%	4,000,000.00	99.94 2.31%	3,997,796.00 19,421.11	0.71% (2,204.00)	Aa3 / AA- AA-	1.30 1.29
<b>TOTAL Negotiable CD</b>		<b>18,750,000.00</b>	<b>2.40%</b>	<b>18,747,757.50</b>	<b>2.53%</b>	<b>18,747,658.00</b> <b>218,960.00</b>	<b>3.35%</b> <b>(99.50)</b>	<b>Aa2 / AA+</b> <b>AA+</b>	<b>0.49</b> <b>0.49</b>

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Supranational</b>									
459058FZ1	Intl. Bank Recon & Development Note 1.875% Due 04/21/2020	3,000,000.00	04/28/2017 1.64%	3,020,550.00	99.78 2.18%	2,993,397.00 15,625.00	0.53% (27,153.00)	Aaa / AAA AAA	0.73 0.71
45950KCM0	International Finance Corp Note 2.250% Due 01/25/2021	2,125,000.00	02/13/2018 2.43%	2,113,992.50	100.28 2.05%	2,131,052.00 796.88	0.38% 17,059.50	Aaa / AAA NR	1.49 1.45
4581X0CV8	Inter-American Dev Bank Note 1.250% Due 09/14/2021	2,500,000.00	04/03/2018 2.66%	2,385,100.00	98.52 1.97%	2,463,032.50 11,892.36	0.44% 77,932.50	Aaa / NR NR	2.13 2.07
459058FY4	Intl. Bank Recon & Development Note 2.000% Due 01/26/2022	3,000,000.00	03/16/2018 2.73%	2,920,650.00	100.23 1.91%	3,006,762.00 833.33	0.53% 86,112.00	Aaa / NR AAA	2.49 2.41
4581X0CN6	Inter-American Dev Bank Note 1.750% Due 04/14/2022	2,000,000.00	09/27/2018 3.03%	1,914,620.00	99.54 1.93%	1,990,744.00 10,402.78	0.35% 76,124.00	Aaa / AAA AAA	2.71 2.61
<b>TOTAL Supranational</b>		<b>12,625,000.00</b>	<b>2.45%</b>	<b>12,354,912.50</b>	<b>2.01%</b>	<b>12,584,987.50</b> <b>39,550.35</b>	<b>2.23%</b> <b>230,075.00</b>	<b>Aaa / AAA</b> <b>Aaa</b>	<b>1.86</b> <b>1.81</b>
<b>US Corporate</b>									
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.300% Due 09/11/2019	2,000,000.00	12/12/2016 1.88%	2,022,140.00	99.99 2.39%	1,999,758.00 17,888.89	0.36% (22,382.00)	A1 / A AA-	0.12 0.11
46625HKA7	JP Morgan Chase Callable Note Cont 12/23/2019 2.250% Due 01/23/2020	3,500,000.00	05/15/2017 2.15%	3,509,345.00	99.94 2.37%	3,498,033.00 1,750.00	0.62% (11,312.00)	A2 / A- AA-	0.48 0.47
166764BP4	Chevron Corp Note 1.991% Due 03/03/2020	3,500,000.00	05/15/2017 1.89%	3,509,660.00	99.87 2.21%	3,495,611.00 28,648.28	0.62% (14,049.00)	Aa2 / AA NR	0.59 0.58
30231GAG7	Exxon Mobil Corp Callable Note Cont 2/6/2020 1.912% Due 03/06/2020	3,000,000.00	07/28/2017 1.76%	3,011,430.00	99.83 2.20%	2,994,789.00 23,103.33	0.53% (16,641.00)	Aaa / AA+ NR	0.60 0.59

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
00440EAT4	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.300% Due 11/03/2020	2,000,000.00	07/23/2019 2.25%	2,001,260.00	100.04 2.26%	2,000,722.00 11,244.44	0.36% (538.00)	A3 / A A	1.26 1.15
69371RN93	Paccar Financial Corp Note 2.800% Due 03/01/2021	1,000,000.00	04/03/2018 2.90%	997,270.00	100.78 2.29%	1,007,809.00 11,666.67	0.18% 10,539.00	A1 / A+ NR	1.59 1.53
911312BP0	UPS Note 2.050% Due 04/01/2021	2,280,000.00	11/14/2017 2.10%	2,276,397.60	99.73 2.22%	2,273,805.24 15,580.00	0.40% (2,592.36)	A1 / A+ NR	1.67 1.62
369550BE7	General Dynamics Corp Note 3.000% Due 05/11/2021	3,000,000.00	06/11/2018 3.14%	2,988,090.00	101.55 2.11%	3,046,428.00 20,000.00	0.54% 58,338.00	A2 / A+ NR	1.78 1.72
02665WBF7	American Honda Finance Note 1.650% Due 07/12/2021	2,000,000.00	07/02/2018 3.13%	1,915,520.00	98.70 2.34%	1,973,934.00 1,741.67	0.35% 58,414.00	A2 / A NR	1.95 1.90
594918BP8	Microsoft Callable Note Cont 7/8/2021 1.550% Due 08/08/2021	3,000,000.00	09/15/2017 1.96%	2,954,280.00	99.00 2.06%	2,969,913.00 22,345.83	0.53% 15,633.00	Aaa / AAA AA+	2.02 1.96
69371RP42	Paccar Financial Corp Note 3.150% Due 08/09/2021	3,000,000.00	08/16/2018 3.09%	3,005,220.00	101.69 2.29%	3,050,646.00 45,150.00	0.55% 45,426.00	A1 / A+ NR	2.03 1.92
74005PAZ7	Praxair Note 3.000% Due 09/01/2021	1,800,000.00	04/03/2018 2.96%	1,802,340.00	101.43 2.29%	1,825,795.80 22,500.00	0.33% 23,455.80	A2 / A NR	2.09 1.99
69353REY0	PNC Bank Callable Note Cont 11/09/2021 2.550% Due 12/09/2021	2,000,000.00	07/13/2018 3.28%	1,953,160.00	100.46 2.34%	2,009,216.00 7,366.67	0.36% 56,056.00	A2 / A A+	2.36 2.19
459200IQ5	IBM Corp Note 2.500% Due 01/27/2022	2,000,000.00	08/16/2018 3.12%	1,960,160.20	100.31 2.37%	2,006,222.01 555.55	0.35% 46,061.81	A2 / A NR	2.50 2.40
037833AY6	Apple Inc Note 2.150% Due 02/09/2022	4,000,000.00	09/15/2017 2.10%	4,008,680.00	100.08 2.12%	4,003,336.00 41,088.89	0.71% (5,344.00)	Aa1 / AA+ NR	2.53 2.42

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
74005PBA1	Praxair Callable Note Cont 11/15/2021 2.450% Due 02/15/2022	1,000,000.00	06/11/2018 3.18%	974,800.00	100.82 2.08%	1,008,231.00 11,297.22	0.18% 33,431.00	A2 / A NR	2.55 2.19
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	2,000,000.00	06/11/2018 3.35%	1,950,240.00	100.75 2.31%	2,015,088.00 23,916.67	0.36% 64,848.00	A2 / A A+	2.55 2.35
68389XBB0	Oracle Corp Callable Note Cont 3/15/2022 2.500% Due 05/15/2022	3,000,000.00	07/02/2018 3.24%	2,920,290.00	100.60 2.26%	3,017,970.00 15,833.33	0.54% 97,680.00	A1 / A+ A	2.79 2.52
00440EAU1	Chubb INA Holdings Inc Callable Note Cont 9/3/2022 2.875% Due 11/03/2022	2,000,000.00	09/27/2018 3.47%	1,955,180.00	101.72 2.29%	2,034,340.00 14,055.56	0.36% 79,160.00	A3 / A A	3.26 2.93
24422EUA5	John Deere Capital Corp Note 2.700% Due 01/06/2023	3,500,000.00	Various 3.22%	3,422,355.00	101.54 2.23%	3,553,956.00 6,562.50	0.63% 131,601.00	A2 / A A	3.44 3.26
89236TEL5	Toyota Motor Credit Corp Note 2.700% Due 01/11/2023	2,000,000.00	07/13/2018 3.34%	1,946,860.00	101.29 2.31%	2,025,762.00 3,000.00	0.36% 78,902.00	Aa3 / AA- A+	3.45 3.27
44932HAH6	IBM Credit Corp Note 3.000% Due 02/06/2023	2,000,000.00	09/11/2018 3.34%	1,972,280.00	101.93 2.42%	2,038,668.00 29,166.67	0.37% 66,388.00	A2 / A NR	3.52 3.28
084670BR8	Berkshire Hathaway Callable Note Cont 1/15/2023 2.750% Due 03/15/2023	2,000,000.00	07/13/2018 3.20%	1,961,020.00	101.93 2.17%	2,038,512.00 20,777.78	0.36% 77,492.00	Aa2 / AA A+	3.62 3.26
037833AK6	Apple Inc Note 2.400% Due 05/03/2023	2,000,000.00	07/19/2019 2.13%	2,019,760.00	100.83 2.17%	2,016,640.00 11,733.33	0.36% (3,120.00)	Aa1 / AA+ NR	3.76 3.56
58933YAF2	Merck & Co Note 2.800% Due 05/18/2023	3,000,000.00	07/22/2019 2.11%	3,075,480.00	102.41 2.14%	3,072,198.00 17,033.33	0.55% (3,282.00)	A1 / AA A+	3.80 3.57
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.400% Due 06/26/2023	2,000,000.00	09/27/2018 3.31%	2,008,020.00	104.55 2.15%	2,090,904.00 6,611.11	0.37% 82,884.00	Aa2 / AA AA	3.91 3.57
02665WCJ8	American Honda Finance Note 3.450% Due 07/14/2023	2,000,000.00	09/11/2018 3.42%	2,002,420.00	103.90 2.41%	2,078,008.00 3,258.33	0.37% 75,588.00	A2 / A NR	3.96 3.68

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.200% Due 08/16/2023	2,000,000.00	07/23/2019 2.34%	1,989,440.00	99.36 2.37%	1,987,154.00 20,166.67	0.35% (2,286.00)	A1 / A AA-	4.05 3.81
89236TFS9	Toyota Motor Credit Corp Note 3.350% Due 01/08/2024	2,000,000.00	02/07/2019 3.07%	2,025,380.00	104.28 2.33%	2,085,640.00 4,280.56	0.37% 60,260.00	Aa3 / AA- A+	4.44 4.11
91159HHV5	US Bancorp Callable Note Cont 1/5/2024 3.375% Due 02/05/2024	2,000,000.00	02/07/2019 3.19%	2,017,220.00	104.26 2.36%	2,085,120.00 33,187.50	0.37% 67,900.00	A1 / A+ AA-	4.52 4.05
097023CC7	Boeing Co Callable Note Cont 2/1/2024 2.800% Due 03/01/2024	3,200,000.00	02/27/2019 2.91%	3,183,392.00	101.20 2.51%	3,238,544.00 41,315.56	0.58% 55,152.00	A2 / A A	4.59 4.16
<b>TOTAL US Corporate</b>		<b>73,780,000.00</b>	<b>2.73%</b>	<b>73,339,089.80</b>	<b>2.26%</b>	<b>74,542,753.05</b> <b>532,826.34</b>	<b>13.27%</b> <b>1,203,663.25</b>	<b>A1 / A+</b> <b>A+</b>	<b>2.59</b> <b>2.41</b>
<b>US Treasury</b>									
912828G61	US Treasury Note 1.500% Due 11/30/2019	13,400,000.00	12/05/2016 1.46%	13,416,750.00	99.76 2.21%	13,368,067.80 34,049.18	2.37% (48,682.20)	Aaa / AA+ AAA	0.33 0.33
912828H52	US Treasury Note 1.250% Due 01/31/2020	7,000,000.00	01/09/2017 1.53%	6,940,820.31	99.54 2.19%	6,967,464.00 237.77	1.23% 26,643.69	Aaa / AA+ AAA	0.50 0.49
912828XE5	US Treasury Note 1.500% Due 05/31/2020	5,000,000.00	05/11/2017 1.58%	4,987,695.31	99.50 2.11%	4,975,000.00 12,704.92	0.88% (12,695.31)	Aaa / AA+ AAA	0.84 0.82
912828XM7	US Treasury Note 1.625% Due 07/31/2020	5,400,000.00	07/28/2017 1.56%	5,410,968.75	99.56 2.07%	5,376,375.00 238.45	0.95% (34,593.75)	Aaa / AA+ AAA	1.00 0.99
912828G3	US Treasury Note 1.750% Due 11/15/2020	7,700,000.00	11/20/2017 1.83%	7,683,156.25	99.67 2.01%	7,674,436.00 28,561.14	1.36% (8,720.25)	Aaa / AA+ AAA	1.30 1.27

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
912828P87	US Treasury Note 1.125% Due 02/28/2021	8,500,000.00	10/13/2017 1.73%	8,331,992.19	98.69 1.97%	8,388,769.00 40,016.98	1.49% 56,776.81	Aaa / AA+ AAA	1.58 1.55
912828Q37	US Treasury Note 1.250% Due 03/31/2021	3,500,000.00	10/25/2017 1.84%	3,431,230.47	98.85 1.96%	3,459,669.50 14,702.87	0.61% 28,439.03	Aaa / AA+ AAA	1.67 1.63
912828WG1	US Treasury Note 2.250% Due 04/30/2021	7,700,000.00	11/20/2017 1.90%	7,789,632.81	100.54 1.93%	7,741,510.70 43,783.29	1.38% (48,122.11)	Aaa / AA+ AAA	1.75 1.70
912828D72	US Treasury Note 2.000% Due 08/31/2021	8,500,000.00	10/13/2017 1.81%	8,560,761.72	100.20 1.90%	8,516,600.50 71,141.30	1.52% (44,161.22)	Aaa / AA+ AAA	2.09 2.02
912828T67	US Treasury Note 1.250% Due 10/31/2021	7,700,000.00	11/20/2017 1.96%	7,492,761.72	98.59 1.89%	7,591,414.60 24,324.05	1.35% 98,652.88	Aaa / AA+ AAA	2.25 2.20
912828WZ9	US Treasury Note 1.750% Due 04/30/2022	2,750,000.00	11/17/2017 2.00%	2,720,781.25	99.72 1.85%	2,742,374.25 12,228.48	0.49% 21,593.00	Aaa / AA+ AAA	2.75 2.66
912828SV3	US Treasury Note 1.750% Due 05/15/2022	8,200,000.00	12/05/2017 2.09%	8,080,843.75	99.70 1.86%	8,175,014.60 30,415.76	1.45% 94,170.85	Aaa / AA+ AAA	2.79 2.70
912828XW5	US Treasury Note 1.750% Due 06/30/2022	8,200,000.00	12/05/2017 2.13%	8,063,546.88	99.73 1.85%	8,177,901.00 12,478.26	1.45% 114,354.12	Aaa / AA+ AAA	2.92 2.83
912828L24	US Treasury Note 1.875% Due 08/31/2022	8,200,000.00	12/05/2017 2.14%	8,101,984.38	100.06 1.86%	8,204,805.20 64,341.03	1.46% 102,820.82	Aaa / AA+ AAA	3.09 2.96
912828L57	US Treasury Note 1.750% Due 09/30/2022	10,500,000.00	01/19/2018 2.39%	10,204,277.34	99.68 1.85%	10,466,368.50 61,752.05	1.86% 262,091.16	Aaa / AA+ AAA	3.17 3.05

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2019

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
912828V80	US Treasury Note 2.250% Due 01/31/2024	5,650,000.00	Various 2.14%	5,675,003.91	101.69 1.86%	5,745,343.75 345.45	1.02% 70,339.84	Aaa / AA+ AAA	4.51 4.27
<b>TOTAL US Treasury</b>		<b>117,900,000.00</b>	<b>1.88%</b>	<b>116,892,207.04</b>	<b>1.97%</b>	<b>117,571,114.40</b> <b>451,320.98</b>	<b>20.86%</b> <b>678,907.36</b>	<b>Aaa / AA+</b> <b>Aaa</b>	<b>1.99</b> <b>1.92</b>
<b>TOTAL PORTFOLIO</b>		<b>546,349,084.97</b>	<b>2.17%</b>	<b>559,810,642.85</b>	<b>2.11%</b>	<b>563,512,977.73</b> <b>2,179,226.97</b>	<b>100.00%</b> <b>3,702,334.88</b>	<b>Aa1 / AA</b> <b>Aaa</b>	<b>1.48</b> <b>1.40</b>
<b>TOTAL MARKET VALUE PLUS ACCRUALS</b>						<b>565,692,204.70</b>			

# Transactions Ledger

SDCRAA Consolidated - Account #10566

July 1, 2019 through July 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	07/22/2019	3130A1W95	7,500,000.00	FHLB Note 2.25% Due: 06/11/2021	100.703	1.87%	7,552,725.00	19,218.75	7,571,943.75	0.00
Purchase	07/22/2019	3133EKNX0	5,000,000.00	FFCB Note 2.16% Due: 06/03/2024	101.245	1.89%	5,062,250.00	14,700.00	5,076,950.00	0.00
Purchase	07/22/2019	3135G0V75	7,350,000.00	FNMA Note 1.75% Due: 07/02/2024	99.459	1.87%	7,310,236.50	5,002.08	7,315,238.58	0.00
Purchase	07/22/2019	62479MZG1	5,000,000.00	MUFG Bank Ltd/NY Discount CP 2.22% Due: 12/16/2019	99.094	2.27%	4,954,675.00	0.00	4,954,675.00	0.00
Purchase	07/23/2019	037833AK6	2,000,000.00	Apple Inc Note 2.4% Due: 05/03/2023	100.988	2.13%	2,019,760.00	10,666.67	2,030,426.67	0.00
Purchase	07/24/2019	58933YAF2	3,000,000.00	Merck & Co Note 2.8% Due: 05/18/2023	102.516	2.11%	3,075,480.00	15,400.00	3,090,880.00	0.00
Purchase	07/24/2019	912828V80	2,250,000.00	US Treasury Note 2.25% Due: 01/31/2024	101.914	1.81%	2,293,066.41	24,333.56	2,317,399.97	0.00
Purchase	07/25/2019	00440EAT4	2,000,000.00	Chubb INA Holdings Inc Callable Note Cont 10/3/2020 2.3% Due: 11/03/2020	100.063	2.25%	2,001,260.00	10,477.78	2,011,737.78	0.00

# Transactions Ledger

SDCRAA Consolidated - Account #10566

July 1, 2019 through July 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	07/25/2019	06406FAD5	2,000,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due: 08/16/2023	99.472	2.34%	1,989,440.00	19,433.33	2,008,873.33	0.00
			<b>Subtotal</b>				<b>36,528,892.91</b>	<b>119,232.17</b>	<b>36,378,125.08</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>36,100,000.00</b>				<b>36,528,892.91</b>	<b>119,232.17</b>	<b>36,378,125.08</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Maturity	07/18/2019	89236TBP9	1,000,000.00	Toyota Motor Credit Corp Note 2.125% Due: 07/18/2019	100.000		1,000,000.00	0.00	1,000,000.00	0.00
			<b>Subtotal</b>				<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>1,410.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>1,000,000.00</b>				<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>1,410.00</b>

# Transactions Ledger for Bonds

SDCRAA Consolidated Bond Reserves - Account #10592

July 1, 2019 through July 31, 2019

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Security Withdrawal	07/01/2019	90SDCP\$00	7,269,982.00	County of San Diego Pooled Investment Pool	1.000		7,269,982.00	0.00	7,269,982.00	0.00
	<b>Subtotal</b>		<b>7,269,982.00</b>				<b>7,269,982.00</b>	<b>0.00</b>	<b>7,269,982.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>7,269,982.00</b>				<b>7,269,982.00</b>	<b>0.00</b>	<b>7,269,982.00</b>	<b>0.00</b>

# Important Disclosures

2019 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

Information contained herein is confidential. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

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Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

# Benchmark Disclosures

## ICE BAML 0-5 Yr US Treasury Index

The ICE BAML 0-5 Year US Treasury Index tracks the performance of US Dollar denominated Sovereign debt publicly issued by the US government in its domestic market with maturities less than three years. Qualifying securities must have at least 18 months to maturity at point of issuance, at least one month and less than five years remaining term to final maturity, a fixed coupon schedule and a minimum amount outstanding of \$1 billion. (Index: GVQA. Please visit [www.mlindex.ml.com](http://www.mlindex.ml.com) for more information)



Questions?

**STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

**Subject:**

**Approve and Authorize the President/CEO to Extend the Contract Term for Quieter Home Program, Project 9 Group 12 (380912) with G&G Specialty Contractors, Inc. from 252 days to 384 Days**

**Recommendation:**

Adopt Resolution No. 2019-0077, approving and authorizing the President/CEO to extend the contract term with G&G Specialty Contractors, Inc. from 252 days to 384 days for Quieter Home Program, Project 9 Group 12, at San Diego International Airport.

**Background/Justification:**

On April 4, 2019, the San Diego County Regional Airport Authority Board ("Board") authorized the President/CEO to award and execute a contract with G&G Specialty Contractors, Inc. ("Contractor") for the Quieter Home Program Project 9 Group 12 [Resolution No. 2019-0036]. The project includes sound insulation treatments at 25 historic single-family and multi-family units. A Notice to Proceed was issued to the Contractor on May 13, 2019, with a contract time of 252 days.

The Contractor is unable to complete the contract work within 252 days due to a delay in historic window fabrication that will necessitate the project completion date to be extended by 132 calendar days from the original contract end date of January 20, 2020. Pursuant to San Diego County Regional Airport Authority ("Authority") Policy 5.02 (4)(b)(i), Board approval is required to authorize the President/CEO to execute change orders increasing the contract time for completion beyond 90 days. As such, staff is requesting that the Board authorize the President/CEO to increase the contract term for Quieter Home Program Project 9 Group 12 with G&G Specialty Contractors, Inc. by 132 calendar days (from 252 days to 384 days).

**Fiscal Impact:**

This is a no-cost, time-only change order. Adequate funds for the contract with G&G Specialty Contractors, Inc. are included in the adopted FY 2020 and conceptual FY 2021 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. CEQA. This Board action is a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."
- B. California Coastal Act. This Board action is a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – "Improvements to Single-Family Residences." The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – "Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits."

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs/policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policy named above can be used in any single contracting opportunity.

The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial

overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policy 5.12. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. G&G Specialty Contractors, Inc. proposed 0.5% DBE participation on QHP Phase 9, Group 12.

**Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

RESOLUTION NO. 2019-0077

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXTEND THE CONTRACT TERM WITH G&G SPECIALTY CONTRACTING INC. FROM 252 DAYS TO 384 DAYS FOR QUIETER HOME PROGRAM, PROJECT 9 GROUP 12, AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on April 4, 2019, the San Diego County Regional Airport Authority Board adopted Resolution No. 2019-0036, authorizing the President/CEO to award and execute a Contract to G&G Specialty Contracting, Inc. ("Contractor") for Project 9 Group 12, at San Diego International Airport ("SDIA"); and

WHEREAS, on May 13, 2019, a Notice to Proceed was issued to G&G Specialty Contracting Inc., to complete the project construction work within 252 days, resulting in a contract end date of January 20, 2020; and

WHEREAS, historic window fabrication delays caused the project completion date to be extended by 132 calendar days from the original contract end date; and

WHEREAS, pursuant to San Diego County Regional Airport Authority ("Authority") Policy 5.02 (4)(b)(i), Board approval is required to authorize the President/CEO to execute change orders increasing the contract time for completion beyond 90 days; and

WHEREAS, the Board of the San Diego County Regional Airport Authority believes that it is in the best interest of the Authority and the public that it serves for the Board to authorize the President/CEO to increase the contract time for completion by 132 days.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to extend the contract term with G&G Specialty Contracting, Inc. from 252 days to 384 days for Project No.380912, Quieter Home Program, Project 9 Group 12, at SDIA.

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>TH</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Approve and Authorize the President/CEO to Execute an Assignment and Consent Agreement from ENGIE Storage Services NA LLC to GCN Storage Solutions LLC**

### **Recommendation:**

Adopt Resolution No. 2019-0078, approving and authorizing the President/CEO to execute an assignment and consent agreement from ENGIE Storage Services NA LLC to GCN Storage Solutions LLC at San Diego International Airport.

### **Background/Justification:**

On January 3, 2019, the San Diego County Regional Airport Authority (“Authority”) Board adopted Resolution No. 2019-0008 that approved and authorized the President/CEO to negotiate and execute an Energy Services Agreement with ENGIE Services U.S. Inc., to design, install, operate, and maintain a Battery Energy Storage System (“BESS”), via a fixed lease payment model for an amount not-to-exceed \$3,300,000, and a lease term limit of 10 years.

On January 3, 2019, the Authority Board (“Board”) adopted Resolution No. 2019-0009 that authorized the President/CEO to execute an assignment of the agreement from ENGIE Services U.S. Inc. to ENGIE Storage Services NA, LLC.

On April 30, 2019, the Authority executed a Fixed Payment Energy Storage Service Agreement (Agreement No. 210848 OS) with ENGIE Services U.S., Inc. and subsequently executed an Assignment and Consent Agreement between ENGIE Services U.S. Inc. and ENGIE Storage Services NA LLC.

### Request for Assignment

ENGIE Storage Services NA LLC is requesting assignment of the battery energy storage system at San Diego Country Regional Airport Authority under the Fixed Payment Energy Storage Service Agreement to its asset ownership entity GCN Storage Solutions LLC. ENGIE Storage Services NA LLC is a development company, while GCN Storage Solutions LLC is the owner of all of ENGIE Storage Service’s battery energy storage systems. GCN Storage Solutions LLC is a disregarded entity sharing the same tax ID as ENGIE Storage Services NA LLC. A “disregarded entity” refers to a business entity with one owner that is not recognized for tax purposes as an entity separate from its owner. GCN Storage Solutions LLC is a direct one hundred percent (100%) owned subsidiary of ENGIE Storage Services NA LLC.

Staff recommends that the Board approve and authorize the President/CEO to consent to an assignment of the Agreement from ENGIE Storage Solutions NA LLC to GCN Storage Solutions LLC.

**Fiscal Impact:**

There is no fiscal impact due to the assignment of the ENGIE Storage Services NA LLC Fixed Payment Agreement to GCN Storage Solutions LLC.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy    Customer Strategy    Employee Strategy    Financial Strategy    Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan    Transform the Customer Journey    Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This project is consistent with a Categorical Exemption under CEQA Sections 15301 – Existing Facilities – Class 1; 15302 – Replacement or Reconstruction – Class 2 and 15304 Minor Alternations to Land – Class 4.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs and policy: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs and policy are intended to promote the inclusion of small, local, veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs or policy named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. At the time of this solicitation (December 2017) Policy 5.12 provided a preference of up to seven percent (7%) to small businesses in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm for BESS did not receive the small business preference.

**Prepared by:**

COGAN SEMLER  
MANAGER, FACILITIES MANAGEMENT

RESOLUTION NO. 2019-0078

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ASSIGNMENT AND CONSENT AGREEMENT FROM ENGIE STORAGE SERVICES NA LLC TO GCN STORAGE SOLUTIONS LLC AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on January 3, 2019, the San Diego County Regional Airport Authority (“Authority”) Board adopted Resolution No. 2019-0008 that approved and authorized the President/CEO to negotiate and execute an Energy Services Agreement with Engie Services U.S. Inc., to design, install, operate, and maintain a Battery Energy Storage System (“BESS”), via a fixed lease payment model for an amount not-to-exceed \$3,300,000, and a lease term limit of 10 years; and

WHEREAS, on January 3, 2019, the Authority Board (“Board”) adopted Resolution No. 2019-0009 that authorized the President/CEO to execute an assignment of the agreement from Engie Services U.S. Inc. to Engie Storage Services NA LLC; and

WHEREAS, on April 30, 2019, the Authority executed a Fixed Payment Energy Storage Service Agreement (Agreement No. 210848 OS) with ENGIE Services U.S., Inc. and subsequently executed an Assignment and Consent Agreement between ENGIE Services U.S. Inc. and ENGIE Storage Services NA LLC; and

WHEREAS, ENGIE Storage Services NA LLC is requesting assignment of the battery energy storage system at San Diego Country Regional Airport Authority under the Fixed Payment Energy Storage Service Agreement to its asset ownership entity GCN Storage Solutions LLC; and

WHEREAS, ENGIE Storage Services NA LLC is a development company, while GCN Storage Solutions LLC is the owner of all of ENGIE Storage Service’s battery energy storage systems; and

WHEREAS, GCN Storage Solutions LLC is a disregarded entity sharing the same tax ID as ENGIE Storage Services NA LLC; and

WHEREAS, a “disregarded entity” refers to a business entity with one owner that is not recognized for tax purposes as an entity separate from its owner; and

WHEREAS, GCN Storage Solutions LLC is a direct one hundred percent (100%) owned subsidiary of ENGIE Storage Services NA LLC.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an assignment and consent agreement from ENGIE Storage Services NA LLC to GCN Storage Solutions LLC at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolution; and

BE IT FURTHER RESOLVED the Board finds that this Board action is a project consistent with a Categorical Exemption under CEQA Sections 15301 – Existing Facilities – Class 1; 15302 – Replacement or Reconstruction – Class 2 and 153304 – Minor Alterations to Land – Class 4; and is not a “development” as defined by the California Coastal Act [Cal. Pub. Res. Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Approve and Authorize the President/CEO to Execute a Fourth Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees**

### **Recommendation:**

Adopt Resolution No. 2019-0079, approving and authorizing the President/CEO to execute a Fourth Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees to establish not-to-exceed spending limits and to extend the termination date of the Memorandum of Understanding to at least August 31, 2024.

### **Background/Justification:**

Federal and state laws require the Authority to properly manage the stormwater that runs off San Diego International Airport into San Diego Bay. Since August of 2003, the Authority has been subject to the requirements of a Municipal Stormwater Permit (Permit), a single National Pollutant Discharge Elimination System (NPDES) Permit governing the prevention and elimination of stormwater and urban runoff pollution issued by the San Diego Regional Water Quality Control Board to the Authority, the County of San Diego, the San Diego Unified Port District, and the 18 incorporated cities in San Diego County (known collectively as the San Diego County Municipal Stormwater Copermittees (Copermittees)).

The Permit requires each jurisdiction to individually and collectively take actions to prevent and eliminate stormwater and urban runoff pollution. The Permit also requires that the Copermittees cooperate in the implementation of various urban runoff management plans, programs, and activities. As such, the Copermittees executed a Memorandum of Understanding (MOU) in November of 2007 to ensure implementation of cooperative programs and to apportion the costs of implementing these programs. The MOU outlines shared program activities conducted by the Copermittees. The MOU outlines the management structure, decision making process, and the division of shared program costs.

The MOU was first amended on June 15, 2010 in order to allow the refund of budgeted but unspent funds to the Parties at the conclusion of each fiscal year. The MOU was amended for the second time on July 9, 2014 to expressly limit the sharing of Fiscal Year 2014-15 (FY15) expenditures to those identified in the second amendment and to extend the termination date of the MOU. The third amendment to the MOU was executed on July 2, 2015, to increase the flexibility of the management structure, to establish not-to-exceed spending limits, and to again extend the termination date of the MOU. The fourth Amendment to the MOU again sets not-to-exceed spending limits and extends the termination date of the MOU to August 31, 2024, or the life of the current Permit plus twelve months, whichever is longer (See Attachment A: Copermittee MOU Fourth Amendment).

The MOU contains formulas for determining the apportionment of shared cost for both regional and watershed activities. Under the MOU, the Authority is responsible for approximately 1% of the shared cost for regional expenditures by the Copermittees and approximately 1.5% of the shared cost for watershed activities. To date, the Authority's portion of the total shared costs over the last 4 years has averaged less than \$17,000 annually.

Staff recommends authorization to execute the proposed Fourth Amendment to the MOU with the San Diego County Municipal Stormwater Copermittees to establish the shared program responsibilities in compliance with the NPDES stormwater permit regulations.

**Fiscal Impact:**

Adequate funding for shared stormwater program responsibilities under the proposed MOU amendment is included in the Planning and Environmental Affairs Department's adopted FY 2020 and conceptually approved FY 2021 Operating Expense Budgets within the Permits line item.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan
- Transform the Customer Journey
- Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING AND ENVIRONMENTAL AFFAIRS

**Fourth Amended National Pollutant Discharge Elimination System**

**San Diego Regional Stormwater Copermittees**

**MEMORANDUM OF UNDERSTANDING**

**2019**

This Memorandum of Understanding (MOU), entered into by the County of San Diego (County), the San Diego Unified Port District (Port), the San Diego County Regional Airport Authority (Airport), and the incorporated cities of San Diego, Carlsbad, Chula Vista, Coronado, Escondido, Imperial Beach, La Mesa, San Marcos, Del Mar, El Cajon, Encinitas, Lemon Grove, National City, Oceanside, Poway, Santee, Solana Beach, and Vista (Cities), collectively called Copermittees, establishes the shared program responsibilities of each party with respect to compliance with the National Pollutant Discharge Elimination System (NPDES) stormwater permit regulations administered by the United States Environmental Protection Agency (U.S. EPA) under the authority granted by the Federal Water Pollution Control Act (Clean Water Act) 33 USCA 1251 et seq. as amended.

RECITALS

WHEREAS, in 1987 Congress amended Section 402 of the Federal Water Pollution Control Act (33 USCA §1342p) to require the U.S. EPA to promulgate regulations for applications for permits for stormwater discharges; and

WHEREAS, the U.S. EPA adopted final permit regulations on November 16, 1990; and

WHEREAS, these permit regulations require the control of pollutants from stormwater discharges by requiring an NPDES permit, which would allow the lawful discharge of stormwater into waters of the United States; and

WHEREAS, the County, the Port, the Airport, and the Cities desire to implement an integrated stormwater management program with the objective of improving surface water quality in the County of San Diego, but do so without waiving and expressly subject to any and all objections and appeals made by any Copermittee in response to any NPDES Permit; and

WHEREAS, the California State Water Resources Control Board (CSWRCB) as designee of the U.S. EPA has delegated authority to the San Diego Regional Water Quality Control Board (Regional Board) for administration of the NPDES stormwater permit within the boundaries of its region; and

WHEREAS, on, May 8, 2013, the Regional Board issued an NPDES permit as Order No. R9-2013-0001, as amended by Order Nos. R9-2015-0001 and R9-2015-0100, NPDES No. CAS0109266, (Permit) governing waste discharge requirements for stormwater and urban runoff from the County, the Port, the Airport, and the Cities, naming these entities as Copermittees; and

WHEREAS, said Permit requires that the Copermittees cooperate in the implementation of various Urban Runoff Management Plans;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

## I. DEFINITIONS

**At Large** means representing all of the Copermittees of this MOU.

**Chair** means presiding over and providing leadership and direction to a Working Body. This includes serving as a point of contact to external entities such as Regional Board staff, stakeholders, and industry groups, soliciting group input on and developing meeting content, facilitating meetings, and coordinating with the Secretary or Working Body Support staff to finalize work products for distribution to the Working Body. Chair responsibilities may also be divided between Co-Chairs.

**Contract Administration** means developing, soliciting, awarding, and managing contracts.

**Consensus** means general agreement reached between the participants of a Working Body.

**Direct Costs** mean those costs directly related to the development of a work product, or to the performance of a particular function or service. Direct Costs may include the wages of Copermittee employees engaged in an activity and the cost of materials or supplies needed to support that activity. Depreciation, equipment, and office space are not considered Direct Costs.

**Fiscal Year** starts on July 1 and ends on June 30 of the following year.

**General Programs** are collaborative urban runoff management activities which are (1) mandated by or necessary to implement requirements of the Permit, (2) necessary to anticipate the requirements, or prepare for renewal, of the Permit, (3) required to comply with Regional Board Orders or other directives required of Copermittees as dischargers of urban runoff (e.g., 13267 Orders, Total Maximum Daily Loads, etc.), or (4) other urban runoff management activities conducted with the unanimous approval of Copermittees sharing the cost or responsibility.

**In-kind Contribution** means a non-monetary contribution that can be used to satisfy an equivalent monetary obligation. Examples of In-kind Contributions are equipment or services provided for use.

**Program Planning Subcommittee or Planning Subcommittee** is composed as described in Section III.C.

**Regional General Program(s)** are activities that apply to all Copermittees, or that provide a regional benefit to Copermittees as determined by the Regional Management Committee.

**Regional Principal Permittee** is the County of San Diego unless another Regional Principal Permittee is selected in accordance with Section III.B.5. In addition to the responsibilities of all Copermittees described in Section II, the Regional Principal Permittee provides general coordination for the development and implementation of Regional General Programs, including the specific tasks and responsibilities described in Section III.A.1.b.

**Regional Stormwater Management Committee or Management Committee** is composed as described in Section III.B.2.

**Regional Work Plan** is a work plan that is developed and adopted annually for the purpose of conducting regional business to implement requirements of the Permit, (2) necessary to anticipate the requirements, or prepare for renewal, of the Permit, (3) required to comply with Regional Board Orders or other directives required of Copermittees as dischargers of urban runoff (e.g., 13267 Orders, Total Maximum Daily Loads, etc.), or (4) other urban runoff management activities conducted with the unanimous approval of Copermittees sharing the cost or responsibility.

**Representative** means a Copermittee staff member or consultant who serves as a point of contact and/or participant in the activities of a Working Body on behalf of the Copermittee. Except as described in Section III.B (Regional Stormwater Management Committee), Representatives are not required to attend meetings, but are expected to maintain a reasonable knowledge of, and involvement in, the activities of

the Working Body. To the best of their ability each Copermittee Representative should have expertise and knowledge in the subject matter of each applicable Working Body.

**Secretary** means a person who takes responsibility for the records, correspondence, minutes or notes of meetings, and related affairs of a Working Body. This includes: maintaining group contact lists; preparing and sending out meeting notifications and agendas; arranging for meeting rooms and equipment; taking, preparing, and finalizing meeting minutes or notes; and, coordinating with the Chair or Working Body Support staff to organize and distribute work products to the Working Body.

**Simple Majority** means at least one-half (50%) of applicable Copermittees, rounded up to the nearest integer, or plus one where the number of Copermittees is even. For the purposes of this MOU, a simple majority may never be less than three Copermittees.

**Shared Cost Budget** is one that is agreed upon and shared by Copermittees for the purpose of conducting stormwater regulatory activities, and can be developed at a watershed, regional or other scale.

**Special Formula** means any cost share formula that differs from the Default Formula in the selection or weighting of individual factors or in the methodology used to calculate one or more of them.

**Three-fourths Majority** means at least three-fourths (75%) of applicable Copermittees, rounded up to the nearest integer. For the purposes of this MOU, a Three-fourths Majority may never be less than three Copermittees.

**Two-thirds Majority** means at least two-thirds (67%) of applicable Copermittees, rounded up to the nearest integer. For the purposes of this MOU, a Two-thirds Majority may never be less than three Copermittees.

**Urbanized Land Area** means the total of all SANDAG land uses within the geographic area, subject to the cost share, excepting therefrom, the following coded land uses: 1403 Military Barracks; 4102 Military Airports; 6700 Military Use; 6701 Military Use; 6702 Military Training; 6703 Military Weapons; 7209 Casinos; 7603 Open Space Reserves, Preserves; 7609 Undevelopable Natural Areas; 9200 Water; 9201 Bays, Lagoons; 9202 Inland Water; and 9300 Indian Reservations.

**Watershed Copermittee** means any Copermittee that is identified both as a Copermittee under Table 1.a and a Responsible Copermittee under any Watershed Management Area as defined in Table B-1 of the Permit.

**Watershed General Programs** are activities that apply to the Copermittees comprising any individual Watershed Management Area (WMA) defined in Table B-1 of the Permit, or providing a general benefit to Copermittees within the WMA as determined by a Working Body.

**Working Body** means Committees, Subcommittees, Sub-working body(s), or any other working group of Copermittees' employees assembled to conduct specific tasks required by, for, or in furtherance of, compliance with the Permit.

## II. RESPONSIBILITIES OF ALL COPERMITTEES

The following apply to General Programs.

### A. Performance and Reimbursement of Tasks

1. Any individual Copermittee performing tasks necessary to fulfill budgeted General Program responsibilities for a Working Body is entitled to reimbursement of the costs incurred in accordance with section II.B.

2. Any Copermittee performing contract administration tasks to fulfill budgeted General Program responsibilities for a Working Body is entitled to reimbursement of contract management costs at a rate of 5% of the total contract cost or as otherwise agreed on by the participating Copermittees.
3. Any Copermittee performing tasks other than contract administration or voluntarily serving as a Working Body Chair, Co-chair, or Secretary, is entitled to reimbursement of the Direct Costs of performing those services in accordance with section II.B.
4. A Copermittee shall not be obliged to conduct work, enter into any contract, continue with any work or contract, or incur any other cost on behalf of other Copermittees if each Copermittee has not contributed the funds that it is obliged to contribute toward the activity or program, or if the Copermittee has not received adequate assurances that such funds will be received before payments become due. The Copermittee shall have sole discretion to determine whether assurances that require funds will be timely received or adequate.
5. A member of a Working Body providing Working Body Support may terminate those obligations for convenience, but shall first make a good faith effort to carry out or transfer existing responsibilities to another party by providing written notification of termination to the Copermittees within the Working Body 90 days prior to the intended date of termination.

## **B. Fiscal Responsibilities**

1. Division of Shared General Program Costs
  - a. Prior to the allocation of shared costs, each proposed or approved budget task or sub-task shall be identified as either a Regional General Program cost or a Watershed General Program cost, and the Copermittees sharing that cost shall be identified. The cost of any particular budget element shall be subject to the approval of only the Copermittees to which it applies. The associated costs shall be divided among participating Copermittees as described below.
    - (1) Default Formula. Shared costs shall be divided according to a Default Formula of 45% Urbanized Land Area, 45% Population, and 10% Equal Division unless a Special Formula is approved by the Copermittees to which the cost applies.
      - (a) Population costs shall be divided among the Copermittees as follows: Whenever any geographic portion of the Port or Airport jurisdiction(s), respectively, lies(s) within the geographic area to which the shared program or activity is applicable, the Port or Airport, respectively, will each pay a fixed 0.5% of total Population costs. The remaining percentage of the population costs shall be divided among Copermittees by dividing the total population of each Copermittee by the combined total Copermittee population within the geographic area applicable to the shared program or activity. **These percentages shall be calculated using the most recently available population data available from the San Diego Association of Governments (SANDAG), unless more recent data are available from an equivalent source such as the U.S. Census Bureau, and are determined to be acceptable by the Copermittees sharing the cost.**
      - (b) Urbanized Land Area costs shall be divided among Copermittees by dividing the total Urbanized Land Area of each Copermittee by the combined total Urbanized Land Area of all participating Copermittees within the geographic area applicable to the shared program or activity. Urbanized Land Area shares shall be calculated using the most recently available San Diego Association of Governments (SANDAG) land use statistics. The Urbanized Land Area share

for the County shall include those urbanized lands in the unincorporated portion of the County that are west of the County Water Authority (CWA) service area boundary as it exists on the date of this MOU or as formally amended by the CWA.

- (c) Ten Percent (10%) of the total cost to be shared shall be divided equally amongst all of the Copermittees.
- (d) Modification of the Default Formula requires the unanimous vote of all Copermittees. For cost sharing that applies only to a group that contains fewer than all Copermittees, a unanimous vote is required of all affected Copermittees.

(2) Special Formulas.

Special Formulas may be applied to any shared Regional or Watershed General Program cost, and require the unanimous vote of the Copermittees participating in the cost.

- (3) In-kind Contributions. Subject to approval by the Copermittees participating in a particular shared General Program budget, a Copermittee may provide an in-kind contribution of equal value rather than a monetary contribution toward all or part of the cost of an activity. Copermittee in-kind contributions may include Working Body Support.

2. Work Plans and Shared Cost Budgets

a. Limitations on Cost-sharing

General Program activities that may be cost-shared by the Copermittees include collaborative urban runoff management activities which are

- (1) mandated by or necessary to implement requirements of the Permit,
- (2) necessary to anticipate the requirements, or prepare for renewal, of the Permit, (3) required to comply with Regional Board Orders or other directives required of Copermittees as dischargers of urban runoff (e.g., 13267 Orders, Total Maximum Daily Loads, etc.), or
- (4) other urban runoff management activities conducted with the unanimous approval of Copermittees sharing the cost or responsibility.

Examples of such activities include:

- (1) Development or implementation of any program requirements of the MS4 Permit, such as, the BMP Design Manual, regional education and outreach, or Water Quality Improvement Plans;
- (2) Public participation activities, such as facilitating public meetings and workshops;
- (3) Program assessment;
- (4) Plan updates;
- (5) Water quality monitoring, assessment and reporting;
- (6) Annual reporting, including establishment and management of data and information clearinghouses;

- (7) Preparation of technical analyses, recommendations and comments regarding the MS4 Permit, total maximum daily loads, and other relevant storm water quality regulations;
- (8) Preparation of documents required by the MS4 Permit, such as Reports of Waste Discharge; and
- (9) Special studies related to storm water quality-related pollutants, their sources, and potential best management practices.

b. Work Plans and Shared Cost Budgets

- 1. **No later than October 31<sup>st</sup> of each year**, each Working Body shall prepare and submit to the Planning Subcommittee a proposed Work Plan and Shared Costs Budget for the upcoming Fiscal Year.
- 2. Each Work Plan shall identify the parties that will serve as a Working Body Chair, Co-chair, or Secretary for the upcoming Fiscal Year. These assignments will be served on a fiscal year basis, and shall be for a minimum term of one year.
- 3. A Copermittee may not be compelled to act, or continue acting, as a Working Body Chair, Co-chair, or Secretary, and may at any time terminate an existing assignment. Before doing so, the Copermittee shall first make a good faith effort to carry out or transfer existing responsibilities.
- 4. Each budget shall describe major tasks, schedules, and projected costs, which Copermittees will provide Working Body Support, Contract Administration, in-kind contributions, and any other information applicable to regional general program costs.
- 5. To ensure that each Copermittee governing body has sufficient time to consider fiscal impacts, **the Planning Subcommittee shall prepare a consolidated draft Regional Work Plan and Shared Costs Budget no later than December 31<sup>st</sup> of each year for the Regional General Programs.** After consideration of comments and discussion, a final Regional Work Plan and Shared Costs Budget shall be prepared, approved by the Management Committee, and distributed to the Copermittees no later than January 31<sup>st</sup> of each year. The consolidated Regional Work Plan and Shared Costs Budget shall also identify the party or parties serving as Regional General Program operations fund managers.
- 6. Modifications to any adopted Regional Work Plan and Shared Costs Budget that will result in an overall increase in cost require the approval of the Regional Management Committee.
- 7. Copermittees from each Working Body, for which costs will be shared, shall prepare, agree upon and distribute to the participating Copermittees in that watershed, a watershed work plan and Shared Costs Budget.
- 8. Approval of the Shared Costs Budget for each fiscal year is subject to approval by Copermittee governing bodies as part of their regular annual budgeting process.

3. Cumulative Budget Limits

- a. The total Shared Cost Budget authorized under this MOU may not exceed the cumulative limits specified for each spending category in **Table 1**. These values represent the maximum amount that may be cost-shared for each spending category for the duration of this MOU. **They do not represent funding commitments.** Once a cumulative limit has been reached, the Copermittees must establish separate agreements for sharing additional costs for that budget category. The estimated annual limits shown for each fiscal year are for planning purposes only. Where an estimated annual limit is not reached in any fiscal

year, the surplus amount may be carried over into subsequent fiscal years, so long as the cumulative limit is not exceeded. Budget limits apply only to their designated budget category. They may not be exchanged or credited across budget categories. Spending in each budget category may not exceed the applicable cumulative limit under any circumstances.

**Table 1: Not-to-exceed Limits by Budget Category**

	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>Cumulative Limit</b>
<b>Regional Budgets</b>	\$850,560	\$920,800	\$1,158,300	\$764,000	\$814,000	\$4,507,660
<b>San Luis Rey, SLR</b>	\$1,201,200	\$636,025	\$655,106	\$882,759	\$1,013,502	\$4,388,592
<b>Carlsbad, CAR</b>	\$122,600	\$1,269,200	\$519,200	\$698,700	\$847,200	\$3,456,900
<b>San Dieguito, SDG</b>	\$1,071,250	\$843,750	\$753,750	\$597,500	\$547,500	\$3,813,750
<b>Los Penasquitos, LPQ</b>	\$903,125	\$794,375	\$673,125	\$748,125	\$698,125	\$3,816,875
<b>San Diego River, SDR</b>	\$2,098,688	\$1,181,250	\$984,375	\$1,077,563	\$1,391,250	\$6,733,126
<b>San Diego Bay, SDBay</b>	\$828,000	\$770,000	\$792,000	\$814,000	\$727,000	\$3,931,000
<b>Tijuana, TJ</b>	\$512,000	\$464,000	\$471,000	\$505,000	\$459,000	\$2,411,000
<b>SDR I/O: County of San Diego, Cities of El Cajon, La Mesa, Santee</b>	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
<b>Bacteria TMDL</b> <i>(Cities of Carlsbad, Del Mar, El Cajon, Encinitas, Escondido, La Mesa, Lemon Grove, Oceanside, Port of San Diego, Poway, San Diego, San Marcos, Santee, Solana Beach, Vista and the County of San Diego.</i>	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
<b>Total Watershed Management Area (WMA) Budgets</b>	<b>\$6,826,663</b>	<b>\$5,403,300</b>	<b>\$4,937,556</b>	<b>\$5,412,247</b>	<b>\$5,771,777</b>	<b>\$28,351,543</b>
<b>Total WMAs + Regional Budgets</b>	<b>\$7,677,223</b>	<b>\$6,324,100</b>	<b>\$6,095,856</b>	<b>\$6,176,247</b>	<b>\$6,585,777</b>	<b>\$32,859,203</b>

#### 4. Management and Payment of Funds

- a. For Regional General Programs, the Copermittees shall each pay a yearly assessment into one or more Regional General Program operations funds for their respective portion of any Regional Shared Costs Budget approved pursuant to this MOU. The Regional General Program operations fund shall be managed by the Regional Principal Permittee, or any other Permittee on approval of the Copermittees.
- b. For Watershed General Programs, the applicable watershed Copermittees shall each pay an assessment into one or more Watershed General Program operations funds for their assigned portion of any watershed shared costs budget approved pursuant to this MOU. Each Watershed General Program operations fund shall be managed by the watershed lead permittee, or any other watershed permittee on approval of the participating Copermittees.
- c. The Copermittee managing each General Program operations fund shall provide budget balance and expenditure status reports following the end of each fiscal year. This shall include a detailed accounting of all costs and expenses in accordance with the accepted work plan and Shared Costs Budget, including those incurred by Copermittees providing Working Body Support, contracting services, in-kind services, or other applicable costs.
- d. Each Copermittee shall pay invoices within 60 days of receipt from the Copermittee managing the applicable General Program operations fund.
- e. Funds collected and not expended in any fiscal year shall be credited to the Copermittees' share of the next fiscal year's costs in accordance with the Copermittees' defined shared costs.
- f. Copermittees providing Working Body Support, Contract Administration, in-kind services, or incurring other budgeted costs on behalf of other Copermittees shall provide documentation of those expenses as requested by the Copermittee managing the applicable General Program operations fund. They shall only receive credit for those expenses if a detailed accounting of all costs and expenses meeting the minimum standards agreed upon by the Copermittees has been provided.
- g. Differences in the approved actual cost of expenses from those budgeted shall be either credited or added as appropriate to the amount of the Copermittees' share. In the event that any Copermittees' share of the next fiscal year's costs is less than the amount to be credited, the difference shall be refunded to the Copermittee. Refunds shall be provided to Copermittees no later than 90 days after final accounting.
- h. At its discretion, a Copermittee managing a General Program operations fund may, prior to the completion of a fiscal year, make payment to any Copermittee providing Working Body Support, Contract Administration, in-kind services, or incurring other budgeted expenditures on behalf of other Copermittees so long as all of the conditions of Section II B.4.f above have been satisfied and there are sufficient funds available to make a payment without requiring additional contributions or jeopardizing program objectives. If for some reason excess payment is made, the Copermittee receiving the payment agrees to return the additional payment without any recourse against the managing Copermittee.

### III. REGIONAL GENERAL PROGRAMS

In addition to the requirements of Section II, the following apply to Regional General Programs.

#### A. Regional Principal Permittee

1. The County is hereby designated Regional Principal Permittee (Principal Permittee).
  - a. The County or any other Copermittee may not be compelled to act, or continue acting, as Principal Permittee. A Copermittee may at any time terminate its assignment as Principal Permittee, but shall first make a good faith effort to carry out or transfer existing responsibilities.
  - b. In addition to the responsibilities of all Copermittees described in Section II, the Principal Permittee shall provide general coordination for the development and implementation of Regional General Programs, including the following tasks and responsibilities:
    - (1) Establish, chair, and provide overall coordination and leadership of the Regional Stormwater Management Committee (Management Committee) and the Regional Program Planning Subcommittee (Planning Subcommittee).
    - (2) Maintain a current contact list of Copermittees and interested parties.
    - (3) Maintain knowledge of and advise the Copermittees regarding current and proposed state and federal policies, regulations, and other NPDES programs; assist the Copermittees in the development and presentation of positions on these issues before local, state, and federal agencies.

**B. Regional Stormwater Management Committee**

1. The purpose of the Regional Stormwater Management Committee (Management Committee) is to develop, approve, and coordinate urban runoff management programs, and to explore issues of regional significance.
2. The Management Committee shall consist of one Representative of each Copermittee. Each Copermittee shall have one vote.
3. The Management Committee shall meet at least annually.
4. At a minimum, the Management Committee shall have the following responsibilities:
  - a. Address common issues, promote consistency among jurisdictional and watershed programs, and plan and coordinate activities required under the Permit;
  - b. Develop, implement, and arrange for implementation of Regional General Programs;
  - c. Provide a general forum for informing and receiving input from stakeholders and interested parties;
  - d. Provide a forum for public participation in the development and implementation of regional urban runoff management programs and activities;
  - e. Review specific issues pertaining to Working Bodies, make recommendations, or conduct work in support of shared regional priorities or objectives;
  - f. Formally approve the recommendations, work products, and deliverables of Working Bodies presented for consideration;
  - g. Adopt an Annual Regional Work Plan and Shared Costs Budget in accordance with the budgetary limits set forth in Table 1;
  - h. Approve an Annual Regional Work Plan and Shared Costs Budget; and
  - i. Approve year-end Budget Balance and Expenditure Status Reports.
5. The Management Committee shall be chaired by the Principal Permittee, or may alternatively be chaired or co-chaired by any other Copermittee. A reassignment or change in the responsibilities of the Principal Permittee requires a three-fourths majority approval of all Copermittees.

6. Voting Requirements for the Management Committee

- a. For a meeting or a vote to be held, a quorum of a Two-thirds Majority of voting representatives of the Management Committee must either be present or participate remotely via legally acceptable electronic communication (telephone, voice over internet protocol, etc.).
- b. Management Committee voting shall not be conducted outside of meetings (e.g., by email).
- c. For a motion to be approved, an affirmative vote of a Simple Majority of the Management Committee is needed.
- d. On approval of the Management Committee, activities undertaken by a subset of Copermittees, but providing a regional benefit to Copermittees, may be considered Regional General Programs.
- e. **Approval of any shared cost requires a unanimous vote of all Copermittees participating in the cost.**

C. **Regional Program Planning Subcommittee**

1. The purposes of the Regional Program Planning Subcommittee (Planning Subcommittee) shall be to provide regional coordination of urban runoff management activities, to develop and implement Regional General Programs, and to coordinate the activities of Working Bodies.
2. At a minimum, the Planning Subcommittee shall have the following responsibilities:
  - a. Serve as an intermediary between the Management Committee and other Copermittee Working Bodies;
  - b. Plan and coordinate Management Committee meetings;
  - c. Review specific issues pertaining to Regional Working Body(s) , make recommendations, or conduct work in support of shared regional priorities or objectives;
  - d. Oversee, coordinate, and track the progress of As-Needed Regional Working Body(s) in developing specific work products, responding to information requests, and completing tasks;
  - e. Establish and maintain a calendar of Copermittee meetings and events;
  - f. Conduct regional program planning including developing an Annual Regional Work Plan and Shared Costs Budget for Management Committee consideration and approval;
  - g. Review and recommend Management Committee approval of work products, recommendations, and requests of Regional Working Body(s) for consideration and approval;
  - h. Annually receive, review, comment on, and consolidate the recommended Work Plans and Shared Costs Budgets of each Regional Working (body(s) ;
  - i. Coordinate and liaise with Regional Board staff, stakeholders, regulated parties, and other interested parties to identify and explore key regional issues and concerns.
  - j. Provide Representation to the California Stormwater Quality Association (CASQA);
  - k. Provide representation or participation for other professional organizations and societies as appropriate and feasible;
  - l. Provide regular updates to Copermittees and interested parties via Management Committee meetings or other appropriate means (e-mail, etc.); and
  - m. Provide subject area input as needed for the development, implementation, review, and revision of General Programs, and the development of associated reports and work products.

3. The Planning Subcommittee shall be chaired by the Principal Permittee, or may alternatively be chaired or co-chaired by any other Copermittee upon approval of the Management Committee.
4. Planning Subcommittee meetings shall be open to all Copermittees; however, voting membership in any year shall be limited to one representative of each Watershed Management Area (WMA) listed in Permit Table a.1 except the South Orange County WMA. Any Copermittee may only represent one WMA. For each fiscal year, each WMA will designate a Copermittee as a voting member of the Planning Subcommittee prior to the beginning of that fiscal year. Each WMA may also designate an alternate voting member.
5. Each voting member shall be considered an at-large member. Their purpose is to represent the interests of all Copermittees of this MOU rather than those of their specific WMAs.
6. The Planning Subcommittee may not alter the responsibilities of, or impose new fiscal obligations on, any Copermittee or Working Body, except as approved by the Management Committee. However, the Planning Subcommittee may approve changes to approved Annual Regional Work Plans and Shared Costs Budgets within approved annual budget limits.
7. Voting Requirements for the Planning Subcommittee:
  - a. The Planning Subcommittee shall only make advisory recommendations for items requiring Management Committee approval.
  - b. The Planning Subcommittee may use any voting methodology it deems appropriate to develop advisory recommendations or conduct other business, and, shall present minority or dissenting recommendations for consideration by the Management Committee as applicable.

#### **IV. DISPUTE RESOLUTION**

Should a dispute arise among any of the parties regarding any matter related to this MOU, the parties agree to first meet and confer in good faith to attempt to resolve the dispute. If that fails to resolve the dispute, they shall submit the matter to mediation.

1. **Mandatory Non-binding Mediation.** If a dispute arises out of, or relates to this MOU, or the breach thereof, and if the dispute cannot be settled through normal contract negotiations, the Parties agree to attempt to settle the dispute in an amicable manner, using mediation under the Mediation Rules of the American Arbitration Association [AAA] or any other neutral organization agreed to by the parties. A mediation session is required before having recourse in a court of law. The cost of mediation shall be borne by the parties equally.
2. **Selection of Mediator.** A single Mediator that is acceptable to all Parties shall be used to mediate the dispute. The Mediator may be selected from lists furnished by the AAA or any other agreed upon Mediator. To initiate mediation, the initiating Party shall serve a Request for Mediation on the opposing Party.
3. **Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. All discussions, statements, or admissions in the mediation process will be confidential settlement negotiations under Ca. Evidence Code section 1152. The Parties may agree to exchange any information they deem necessary.
  - a. Both Parties must have an authorized representative attend the mediation. Each representative must have the authority to recommend entering into a settlement. Either Party may have attorney(s) or expert(s) present.

- b. Any agreements resulting from mediation shall be documented in writing. All mediation results and documentation, by themselves, shall be “non-binding” and inadmissible for any purpose in any legal proceeding, unless such admission is otherwise agreed upon, in writing, by both Parties. Mediators shall not be subject to any subpoena or liability and their actions shall not be subject to discovery.

## **V. GENERAL PROVISIONS**

### **A. Term of Agreement**

1. This MOU shall become effective on the date the last party executes the MOU.
2. The life of the MOU shall be effective through August 2024, or with the life of the current Permit plus twelve months, whichever is longer. For purposes of this paragraph, any permit renewal or replacement after May 2024 shall be considered a new permit; any earlier amendment of the Permit increasing the obligations of the Regional Principal Permittee or a Watershed Lead Permittee may at that Copermittee’s sole option, be declared to be a new permit; and the Management Committee shall determine whether any other earlier amendment to the Permit is of such significance as to effectively be a new Permit.

### **B. Withdrawal of Copermittee**

1. Participation in this MOU may be withdrawn by any Copermittee for any reason only after the Copermittee complies with all of the following conditions of withdrawal:
  - a. The Copermittee shall notify all of the other Copermittees in writing 90 days prior to its intended date of withdrawal.
  - b. Any expenses associated with withdrawal, including but not limited to, filing and obtaining the withdrawing Copermittee’s individual NPDES permit and the amendment of the Permit will be solely the responsibility of the withdrawing Copermittee.
  - c. The withdrawing Copermittee shall be responsible for their portion of any shared costs incurred according to the conditions of this MOU up to the time that each of the conditions in Section V.B.1.a. has been met.
  - d. Any monies paid by withdrawing Copermittee in excess of the amount due under the terms of the MOU shall be refunded to the Copermittee at the time the withdrawal becomes final as set forth in Section V.B.1.a.
  - e. The withdrawing Copermittee shall not be entitled to participate in the division of proceeds in any reserve fund account when the MOU is dissolved.

### **C. Non-Compliance with MOU Requirements**

1. Any participant to this MOU found to be in non-compliance with the conditions of this MOU shall be solely liable for any lawfully assessed penalties resulting from such non-compliance. Failure to comply with MOU conditions within specified or agreed upon timelines shall constitute non-compliance with the MOU.
2. Limitations on Use of Funds. Notwithstanding the rights and obligations of the Parties created by this MOU, no Party may be found in breach of this MOU where compliance would require that Party to violate any law or grant assurance, including but not limited to provisions of the Federal Aviation Administration 1999 Policy and Procedure Concerning the Use of Airport Revenue [64

Fed. Reg. 7696, dated Feb. 16, 1999]; the Airport and Airway Improvement Act of 1982 codified at 49 U.S.C. § 47107(b); the Federal Aviation Administration Authorization Act of 1994, P.L. 103-305 (Aug. 23, 1994); the Airport Revenue Protection Act of 1996, Title VIII of the Federal Aviation Administration Act of 1996, P.L. 104-264 (Oct. 9, 1996), 110 Stat. 3269 (Oct. 9, 1996); 49 U.S.C. § 46301(n)(5); and 49 U.S.C. § 47133. The Parties recognize that the Authority has received federal Airport Improvement Project (“AIP”) grants containing grant assurance 25, which provides: “All revenues generated by the airport . . . will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport.”

#### **D. Amendments to the Memorandum of Understanding**

This MOU may be amended only by unanimous consent of all Copermittees. No amendment shall be effective unless it is in writing and signed by the duly authorized representatives of the Copermittees.

#### **E. Governing Law**

This MOU shall be governed and construed in accordance with the laws of the State of California. If any provision or provisions shall be held to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

The headings used throughout this MOU are for convenience only and do not in any way limit or amplify the terms or provisions of the MOU.

#### **F. Consent and Breach Not Waiver**

No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the Copermittee to have waived or consented. Any consent by any Copermittee to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

#### **G. No Indemnification**

1. Each Copermittee shall have the sole responsibility to comply with the Permit.
2. Each Copermittee shall pay all fines, penalties, and costs which may arise out of such Copermittee’s non-compliance with the Permit.
3. By entering into this MOU, no Copermittee assumes liability for claims or actions arising out of the performance of any work or actions or omissions, by any other Copermittee, its agents, officers, and employees under this MOU.
4. By entering into this MOU, each Copermittee agrees to defend itself from any claim, action or proceeding arising out of the acts or omissions of itself and retain its own legal counsel, and bear its own defense costs.

#### **H. Application of Prior Agreements**

This MOU constitutes the entire Agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations, and undertakings are superseded hereby.

## **I. Right to Audit**

Each Party retains the right to review and audit, and the reasonable right of access to other Parties' respective premises to review and audit the other Parties' compliance with the provisions of this MOU (Party's Right). The Party's Right includes the right to inspect and photocopy same, and to retain copies, outside of the Parties' premises, of any and all records, including any and all books, records, and documents, related to this MOU with appropriate safeguards, if such retention is deemed necessary by the auditing Party in its sole discretion. This information shall be kept by the auditing Party in the strictest confidence allowed by law.

## **J. Execution of Agreement**

This MOU may be executed in counterpart and the signed counterparts shall constitute a single instrument. In the event that any Copermittee is unable to execute this amendment prior to August 31, 2019, execution of this amendment after that date shall constitute ratification of this amendment, and the MOU and extensions shall be in effect once all signatures are obtained.

RESOLUTION NO. 2019-0079

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FOURTH AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO COUNTY MUNICIPAL STORMWATER COPERMITTEES TO ESTABLISH NOT-TO-EXCEED SPENDING LIMITS AND TO EXTEND THE TERMINATION DATE OF THE MOU TO AT LEAST AUGUST 31, 2024

WHEREAS, federal and state laws require the Authority to properly manage the stormwater that runs off San Diego International Airport into San Diego Bay; and

WHEREAS, the Authority has been subject to the requirements of a Municipal Stormwater Permit (Permit) since August of 2003, a single NPDES Permit governing the prevention and elimination of stormwater and urban runoff pollution issued by the San Diego Regional Water Quality Control Board to the Authority, the County of San Diego, the San Diego Unified Port District, and the 18 incorporated cities in San Diego County (known collectively as the San Diego County Municipal Stormwater Copermittees (Copermittees); and

WHEREAS, the Permit requires that the Copermittees cooperate in the implementation of various urban runoff management plans, programs, and activities; and

WHEREAS, the Copermittees entered into a Memorandum of Understanding (MOU) on November 16, 2007 to ensure implementation and to apportion the cost of these cooperative programs; and

WHEREAS, the Copermittees executed the First Amendment to the MOU on June 15, 2010 in order to allow the refund of budgeted but unspent funds to the Parties at the conclusion of each fiscal year; and

WHEREAS, the Copermittees executed the Second Amendment to the MOU on July 9, 2014 to extend the expiration date of the MOU and to expressly limit the sharing of Fiscal Year 2014-15 expenditures to those identified in the Second Amendment; and

WHEREAS, the Copermittees executed the Third Amendment to the MOU to increase the flexibility of the management structure in responding to the evolving needs of the urban runoff management programs, to establish not-to-exceed spending limits, and to extend the termination date of the MOU; and

WHEREAS, the Copermittees wish to amend the MOU to again establish not-to-exceed spending limits and to extend the termination date of the MOU to at least August 31, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Fourth Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees to establish not-to-exceed spending limits and to extend the termination date of the MOU to at least August 31, 2024; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

**Subject:**

**Award a Contract to S&L Specialty Construction, Inc. for Quieter Home Program Phase 10, Group 3, Project No. 381003 Ten (10) Historic Single-Family Units on Ten (10) Residential Properties located East and West of the San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2019-0080, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,121,687 for Phase 10, Group 3, Project No. 381003, for the San Diego County Regional Airport Authority's Quieter Home Program.

**Background/Justification:**

The Authority's Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 10, Group 3, Project number 381003 includes installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to ten (10) historic single-family units on ten (10) residential properties located east and west of the Airport (refer to Attachment A).

To date, the Program has completed 3,970 residences, of which 912 are historic and 3,058 are non-historic. 2,476 residences are located west of SDIA and 1,494 are located east of SDIA.

Project No. 381003 was advertised on July 2, 2019, and bids were opened on August 6, 2019. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
G&G Specialty Contractors, Inc.	\$1,142,928.00
S&L Specialty Construction, Inc.	\$1,121,687.00

The Engineer's estimate is \$951,506.29.

Although the low bid amount is more than 10% over the Engineer's estimate, it is considered responsive given the complexity of this particular project. The scope of work on these historic homes includes challenging and intricate wood or aluminum window installations. As an example, one property within this project includes fifty-eight (58) historic aluminum windows. The low bid of \$1,121,687 is considered responsive and S&L Specialty Construction, Inc. is considered responsible.

Award to S&L Specialty Construction, Inc. is, therefore, recommended in the amount of \$1,121,687.00.

**Fiscal Impact:**

Adequate funds for the contract with S&L Specialty Construction, Inc. are included in the adopted FY 2020 and conceptual FY 2021 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. CEQA. This Board action is a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."
- B. California Coastal Act. This Board action is a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – "Improvements to Single-Family Residences." The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – "Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits."

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs/policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policy named above can be used in any single contracting opportunity.

The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policy 5.12. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. S&L Specialty Construction, Inc. proposed 3.3% DBE participation on QHP Phase 10, Group 3.

**Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

# Attachment A



## LEGEND

-  66 dB Boundary
-  65 dB CNEL Contour

San Diego County Regional Airport Authority  
Quieter Home Program  
Project 381003

TABULATION OF BIDS

ATTACHMENT B

**TITLE: QUIETER HOME PROGRAM PROJECT NO. 381003**  
**BIDS OPENED: August 6, 2019 at 2:00 p.m.**  
**ENGINEER'S ESTIMATE: \$951,506.29**

CONTRACTOR:		Engineer's Estimate							S&L Specialty Construction, Inc.				G&G Specialty Contractors, Inc.			
ADDRESS:									315 S. Franklin Street, Syracuse, NY 13202				1221 N. Mondel Drive, Gilbert, AZ 85233			
GUARANTEE OF GOOD FAITH:									Liberty Mutual Insurance Company				Hartford Casualty Insurance Company			
Res No.	Bid Item Number - Name/Address	Dwelling Units	Unit of Measure	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
380811.11	Coons 3130 Shawdowlawn Street	1	Lump Sum	\$28,439.42	\$15,043.29	\$8,012.47	\$51,495.18	\$55,000.00	\$20,000.00	\$9,000.00	\$84,000.00	\$47,673.00	\$15,900.00	\$5,800.00	\$69,373.00	
381003.01	Day 3311 Xenophon Street	1	Lump Sum	\$240,423.96	\$28,414.28	\$10,842.76	\$279,681.01	\$211,000.00	\$29,000.00	\$14,000.00	\$254,000.00	\$210,879.00	\$30,900.00	\$19,500.00	\$261,279.00	
381003.03	Huffman 3511 Elliott Street	1	Lump Sum	\$70,538.36	\$21,529.00	\$4,038.55	\$96,105.91	\$75,000.00	\$21,000.00	\$4,000.00	\$100,000.00	\$93,729.00	\$23,900.00	\$4,400.00	\$122,029.00	
381003.04	Kaiser 1503 28th Street	1	Lump Sum	\$70,789.07	\$13,993.28	\$3,690.05	\$88,472.40	\$82,000.00	\$12,000.00	\$4,000.00	\$98,000.00	\$86,400.00	\$13,400.00	\$3,400.00	\$103,200.00	
381003.05	Legerrette 1359 Grove Street	1	Lump Sum	\$102,445.39	\$15,502.95	\$5,853.46	\$123,801.79	\$178,000.00	\$13,000.00	\$6,000.00	\$197,000.00	\$175,020.00	\$13,800.00	\$5,500.00	\$194,320.00	
381003.06	Legerrette 3045 Ash Street	1	Lump Sum	\$21,045.54	\$9,823.28	\$3,003.87	\$33,872.69	\$20,000.00	\$10,000.00	\$3,000.00	\$33,000.00	\$24,979.00	\$8,500.00	\$2,700.00	\$36,179.00	
381003.09	Cortes / Putney 1316 25th Street	1	Lump Sum	\$43,458.17	\$14,009.68	\$2,436.12	\$59,903.97	\$47,000.00	\$12,000.00	\$2,000.00	\$61,000.00	\$52,970.00	\$13,300.00	\$2,200.00	\$68,470.00	
381003.10	Scherbanic 1419 Dale Street	1	Lump Sum	\$71,552.54	\$0.00	\$0.00	\$71,552.54	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$82,498.00	\$0.00	\$0.00	\$82,498.00	
381003.11	Torres 1529 28th Street	1	Lump Sum	\$68,919.08	\$0.00	\$0.00	\$68,919.08	\$134,000.00	\$0.00	\$0.00	\$134,000.00	\$125,784.00	\$0.00	\$0.00	\$125,784.00	
381003.12	VillaRodriguez / Acosta De Villa 1348 Grove Street	1	Lump Sum	\$61,014.73	\$0.00	\$0.00	\$61,014.73	\$64,000.00	\$0.00	\$0.00	\$64,000.00	\$63,109.00	\$0.00	\$0.00	\$63,109.00	
						Subtotal	\$934,819.29				Subtotal	\$1,105,000.00			Subtotal	\$1,126,241.00
						<b>Probable Cost for Permits:</b>	\$16,687.00				<b>Probable Cost for Permits:</b>	\$16,687.00			<b>Probable Cost for Permits:</b>	\$16,687.00
						<b>TOTAL</b>	\$951,506.29				<b>TOTAL BID</b>	\$1,121,687.00			<b>TOTAL BID</b>	\$1,142,928.00

RESOLUTION NO. 2019-0080

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC., IN THE AMOUNT OF \$1,121,687 FOR PHASE 10, GROUP 3, PROJECT NO. 381003, FOR THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY'S QUIETER HOME PROGRAM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has established a residential sound insulation program, known as the Quieter Home Program ("Program"), to reduce aircraft noise levels in the homes of residents living within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("Airport"); and

WHEREAS, Phase 10, Group 3, of the Program will include installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 10, Group 3, of the Program provides sound attenuation to ten (10) Historic Single-Family Units on ten (10) residential properties located west and east of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 10, Group 3, on July 2, 2019; and

WHEREAS, on August 6, 2019, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder S&L Specialty Construction, Inc. submitted a bid of \$1,121,687 and the Authority's staff has duly considered the bid and has determined that S&L Specialty Construction, Inc. is responsible and its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board ("Board") believes that it is in the best interest of the Authority and the public that it serves to award S&L Specialty Construction, Inc., the lowest bidder, the contract for Phase 10, Group 3, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to S&L Specialty Construction, Inc., in the amount of \$1,121,687 for Phase 10, Group 3, Project No. 381003, for the San Diego County Regional Airport Authority's Quieter Home Program; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee is hereby authorized to execute and deliver such contract to S&L Specialty Construction, Inc.; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Approve and Authorize the President/CEO to Execute an Agreement with Civilian, Inc. for Marketing, Advertising and Creative Services**

### **Recommendation:**

Adopt Resolution No. 2019-0081, approving and authorizing the President/CEO to execute an agreement with Civilian, Inc. for strategic marketing, advertising and creative services for a three-year term with two one-year options exercisable at the sole discretion of the President/CEO for a total amount not to exceed \$1,500,000 should all option years be exercised.

### **Background/Justification:**

The San Diego County Regional Airport Authority (Airport Authority) is currently repositioning the San Diego International Airport brand and is committed to engaging with its tenants and partners to deliver on its promise. This is a cultural effort that will define the customer experience and shape the airport's legacy in the community and region. This is in addition to the Airport Authority's ongoing various programs and initiatives to create awareness and demand for airport products and services (e.g., new or enhanced air service, airport parking and concessions, etc.).

In order to deliver on all initiatives, the Airport Authority issued a Request for Proposals (RFP) for marketing, advertising and creative services in support of these and other initiatives.

Notice of this business opportunity was posted on the Airport Authority website and advertised in the San Diego Daily Transcript.

Twelve (12) proposals were received and deemed responsive from the following firms:

- AM Strategies
- Civilian, Inc.
- Experiences For Mankind
- HAPI
- Hiltachk-Mering Carson
- I.D.E.A.
- IPG
- Libre Design
- MIG, Inc.
- MiresBall
- Natively Fluent
- Wisser

The evaluation panel shortlisted rankings of the proposals. The four (4) highest ranked firms were invited to interview on July 31, 2019. The Respondents were asked to provide responses to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the RFP. The panelists' final rankings are presented below:

Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
<b>Civilian</b>	1	2	1	1	2	7	1
<b>Hiltachk</b>	3	1	2	2	1	9	2
<b>IDEA</b>	2	3	3	3	3	14	3
<b>MiresBall</b>	4	4	4	4	4	20	4

Upon conclusion of the four interviews, Civilian, Inc. was selected as the first-ranked team for negotiations and, if successful, award of contract. Civilian, Inc. demonstrated strong knowledge, experience and a comprehensive work plan during the solicitation process.

Civilian, Inc., is a full-service agency located in Liberty Station that offers services including strategic planning, research and audience insights, brand development, creative development and production, web design and development, media planning and placement, digital and social media, public relations, and community engagement. They have experience working with major international airports, including rebranding and campaign development for Mineta San Jose International Airport and creating and executing the outreach strategy and media plan for LAX's largest terminal construction project.

#### **Fiscal Impact:**

Adequate funding for the Civilian contract is included in the adopted FY 2020 and conceptually approved FY 2021 Operating Expense Budgets within the consulting services line item. This contract impacts budget years that have not been adopted and will be included in future year budget requests.

#### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

#### **Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs and policy: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs and policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs or policy named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommend firm, Civilian, Inc., did not receive preference for small business, service disabled/veteran owned small business and local business.

**Prepared by:**

HAMPTON BROWN  
SR. DIRECTOR, MARKETING & AIR SERVICE DEVELOPMENT

RESOLUTION NO. 2019-0081

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH CIVILIAN, INC. FOR STRATEGIC MARKETING, ADVERTISING AND CREATIVE SERVICES FOR A THREE-YEAR TERM WITH TWO ONE-YEAR OPTIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO FOR A TOTAL AMOUNT NOT TO EXCEED \$1,500,000 SHOULD ALL OPTION YEARS BE EXERCISED

WHEREAS, the San Diego region benefits from a San Diego International Airport that continues to grow and deliver increased economic benefit; and

WHEREAS, the creation and execution of a successful airport brand and marketing strategy is critical to informing every aspect of the customer experience at San Diego International Airport, now and in the future; and

WHEREAS, it's vital to the growth of airport revenues to continually position airport products and services and effectively create awareness of those products and services in the marketplace; and

WHEREAS, the development and creation of advertising and promotional campaigns is an essential component of the airport's marketing communications strategy; and

WHEREAS, in order to deliver on all initiatives, the Airport Authority issued a Request for Proposals (RFP) for marketing, advertising and creative services in support of these and other initiatives; and

WHEREAS, 12 proposals were received in response to the RFP and the four highest ranked were invited to interview with a panel of Authority staff; and

WHEREAS, upon conclusion of the four interviews, Civilian, Inc. was selected as the first-ranked team for recommendation for award of a contract; and

WHEREAS, Civilian, Inc. demonstrated strong knowledge, experience and a comprehensive work plan during the solicitation process after a full evaluation.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement with Civilian, Inc. for strategic marketing, advertising and creative services for a three-year term with two one-year options exercisable at the sole discretion of the President/CEO for a total amount not to exceed \$1,500,000 should all option years be exercised; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Approve and Authorize the President/CEO to Negotiate and Execute an Executive Program Manager Services Agreement with David Brush Consulting for the Airport Development Program and Related Projects at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2019-0082, approving and authorizing the President/CEO to negotiate and execute an Executive Program Manager Services Agreement with David Brush Consulting for a term of three (3) years, with the option for four (4), one-year extensions, to be exercised at the sole discretion of the President/CEO, in an amount not-to-exceed \$1,890,000, in support of the Airport Development Program and related projects at San Diego International Airport.

### **Background/Justification:**

Should the San Diego County Regional Airport Authority (“Authority”) Board (“Board”) authorize the Airport Development Program (ADP), the ADP will be the largest and most complex design and construction program undertaken by the Authority in its over 90 year history.

The centerpiece of the ADP is the replacement of the 50 year-old Terminal 1. It is anticipated that major components of the ADP will include:

1. **Terminal and Roadways:** A new Terminal 1 with as many as 30 gates and improved baggage claim areas and curbside access. Also included would be a new dedicated on-airport roadway allowing in-bound traffic direct access to the airport from just west of the Laurel Street and Pacific Highway merge and new terminal roadways that will separate arriving and departing passenger traffic with an elevated departures roadway that will include curbside check-in.
2. **Apron:** New aircraft apron, the creation of Taxiway A, and the reconfiguration of Taxiway B.
3. **New Administration Building:** A replacement Administration Building for the Authority’s current administration building that is in the footprint of the new terminal complex.

4. Terminal 1 Parking Plaza: Authority staff are currently analyzing the need for a new parking plaza directly adjacent to the proposed replacement Terminal 1. If there is enough parking demand and the Authority decides to proceed, the Terminal 1 Parking Plaza will include up to 5,500 parking spaces and up to five (5) levels, providing a net increase of up to 650 spaces above existing surface parking areas.

The Environmental Impact Report (“EIR”) related to the ADP is expected to be issued for review and public comment in 2019. At the end of the comment period, Authority staff will review and respond to any comments received and expect to return to the Board in late 2019 or early 2020 to request the certification of the EIR.

Should the Board authorize the implementation of the ADP, Authority staff expects to bring a recommended design-build team for the Terminal and Roadways package to the Board in spring of 2020. Construction of ADP components would then begin in 2021.

The Authority will require a high caliber executive program manager (“EPM”) consultant with unique experience and expertise in advising and assisting airports with large-scale, complex design and construction projects to assist the Authority in ensuring the timely execution of the ADP.

The EPM consultant will be able to provide immediate guidance related to the procurement of ADP components and in the structuring of the overall program.

The EPM consultant will work collaboratively with Authority staff and the Authority’s Program Management/Construction Management (“PM/CM”) consultant team led by AECOM. Authority staff and the AECOM team will be responsible for implementation of the various components of the ADP. The EPM consultant will be responsible for oversight of the ADP through the life of the program and shall provide program-level leadership and effective executive program management of the ADP, advise the Authority’s executive management team, and discuss the ADP at outreach events throughout the community.

#### **Selection Process:**

On April 17, 2019, a Request for Qualifications (“RFQ”) was issued to obtain Statements of Qualifications (“SOQ”) from qualified firms to provide comprehensive executive program manager services for the ADP.

On May 20, 2019, the Authority received SOQ from three prospective consultant firms as follows:

1. David Brush Consulting (“Brush Consulting”)
2. R.W. Block Consulting, LLC (“R.W. Block”)
3. Zenith Consultants (“Zenith”)

An Evaluation Panel ("Panel") consisting of the following four voting members was established to review the SOQ:

1. Vice President, Development
2. Vice President, Operations
3. Vice President, Finance
4. Director, Airport Design and Construction

The SOQ Scoring Criteria considered the Respondents' proposed cost, airport experience, proposed executive program manager and work plan.

The Panel conducted a thorough review of the SOQ and prepared the following shortlist rankings and scores:

<b>Shortlist Rankings</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Total</b>	<b>Rank</b>
Brush Consulting	1	2	1	1	5	1
R.W. Block	2	1	2	2	7	2
Zenith	3	3	3	3	12	3

<b>Combined Shortlist Scores</b>	<b>Cost</b>	<b>Firm's Airport Experience</b>	<b>Executive Program Manager</b>	<b>Work Plan</b>	<b>Total</b>
Brush Consulting	420	1295	1480	380	3575
R.W. Block	480	1225	1320	320	3345
Zenith	600	0	920	240	1760

The two highest ranked firms were invited to interview on July 23, 2019. The Respondents were asked to provide responses to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the solicitation.

The panelist's final rankings are presented below:

<b>Final Rankings</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Total</b>	<b>Rank</b>
Brush Consulting	1	1	1	1	4	1
R W Block	2	2	2	2	8	2

The Panel's combined scores for the SOQ are as follows:

<b>Combined Final Scores</b>	<b>Cost</b>	<b>Firm's Airport Experience</b>	<b>Executive Program Manager</b>	<b>Work Plan</b>	<b>Total</b>
Brush Consulting	560	950	1520	450	3480
R W Block	640	775	1000	375	2790

Based on the rankings, the Panel recommended that David Brush Consulting be selected.

**David Brush Consulting**

David Brush Consulting is a sole proprietorship with one employee, David Brush, whose airport experience began in 1978. In the last 15 years, Brush Consulting has led the implementation of many large capital programs at airports throughout the country. In 2006, Brush Consulting was selected as the owner's representative for San Jose Norman Y. Mineta International Airport's Terminal Area Improvement Program. Following the completion of that program, Brush Consulting served as the program director for the Authority's Terminal Development Program and Rental Car Center from 2010-2015. From 2015 to 2018, Brush Consulting led the implementation of the International Arrivals Facility program at Seattle-Tacoma International Airport.

**Recommendation:**

Authority staff recommends that the President/CEO be authorized to negotiate and execute an Executive Program Manager Services Agreement ("Agreement") with David Brush Consulting for a term of three (3) years with an option for four (4) one-year extensions, to be exercised at the sole discretion of the President/CEO, for Executive Program Manager Services in an amount not-to-exceed \$1,890,000, in support of the ADP and related projects

**Fiscal Impact:**

Adequate funds for the Executive Program Manager Consulting Services Agreement are included within the approved FY2020-FY2024 Capital Program Budget in Project No. 400003 ADP Procurement & Logistics. Sources of funding for this project include Airport Revenue Bonds, Short Term Debt (Commercial Paper and/or Revolving Lines of Credit), Passenger Facility Charges, Airport Cash, Federal Entitlements, and Discretionary Grants.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs and policy: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs and policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs or policy named above can be used in any single contracting opportunity.

This contract may utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm David Brush Consulting did not receive small business, local business, and service disabled/veteran owned small business preference.

**Prepared by:**

DENNIS PROBST  
VICE PRESIDENT, DEVELOPMENT

RESOLUTION NO. 2019-0082

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN EXECUTIVE PROGRAM MANAGER SERVICES AGREEMENT WITH DAVID BRUSH CONSULTING FOR A TERM OF THREE (3) YEARS, WITH THE OPTION FOR FOUR (4), ONE-YEAR EXTENSIONS, TO BE EXERCISED AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN AN AMOUNT NOT-TO-EXCEED \$1,890,000, IN SUPPORT OF THE AIRPORT DEVELOPMENT PROGRAM AND RELATED PROJECTS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, should it be approved by the Board, the Airport Development Program (ADP) will be the largest and most complex design and construction program undertaken by the San Diego County Regional Airport Authority ("Authority") in its over 90 year history; and

WHEREAS, the centerpiece of the ADP will be the replacement of the 50 year-old Terminal 1, and other major components will include:

1. Terminal and Roadways: A new Terminal 1 with as many as 30 gates and improved baggage claim areas and curbside access. Also included would be a new dedicated on-airport roadway allowing in-bound traffic direct access to the airport from just west of the Laurel Street and Pacific Highway merge and new terminal roadways that will separate arriving and departing passenger traffic with an elevated departures roadway that will include curbside check-in.
2. Apron: New aircraft apron, the creation of Taxiway A, and the reconfiguration of Taxiway B.
3. New Administration Building: A replacement Administration Building for the Authority's current administration building that is in the footprint of the new terminal complex.

4. Terminal 1 Parking Plaza: Authority staff are currently analyzing the need for a new parking plaza directly adjacent to the proposed replacement Terminal 1. If there is enough parking demand and the Authority decides to proceed, the Terminal 1 Parking Plaza will include up to 5,500 parking spaces and up to five (5) levels, providing a net increase of up to 650 spaces above existing surface parking areas; and

WHEREAS, the Environmental Impact Report (“EIR”) related to the ADP is expected to be issued for review and public comment in 2019; and

WHEREAS, at the end of the comment period, Authority staff will review and respond to any comments received and expect to return to the Board in late 2019 or early 2020 to request the certification of the EIR; and

WHEREAS, should the Board authorize the implementation of the ADP, Authority staff expects to bring a recommended design-build team for the Terminal and Roadways package to the Board in spring of 2020 and construction of ADP components would then begin in 2021; and

WHEREAS, the Authority will require a high caliber executive program manager (“EPM”) consultant with unique experience and expertise in advising and assisting airports with large-scale, complex design and construction projects to assist the Authority in ensuring the timely execution of the ADP; and

WHEREAS, the EPM consultant will be able to provide immediate guidance related to the procurement of ADP components and in the structuring of the overall program; and

WHEREAS, the EPM consultant will work collaborative with Authority staff and the Authority’s Program Management/Construction Management (“PM/CM”) consultant team led by AECOM; and

WHEREAS, Authority staff and the AECOM team will be responsible for implementation of the various components of the ADP; and

WHEREAS, the EPM consultant will be responsible for oversight of the ADP through the life of the program and shall provide program-level leadership and effective executive program management of the ADP, advise the Authority’s executive management team, and discuss the ADP at outreach events throughout the community; and

WHEREAS, on April 17, 2019, a Request for Qualifications (“RFQ”) was issued to obtain Statements of Qualifications (“SOQ”) from qualified firms to provide comprehensive executive program management services for the ADP; and

WHEREAS, on May 20, 2019, the Authority received SOQ from three prospective consultant firms as follows:

1. David Brush Consulting (“Brush Consulting”)
2. R.W. Block Consulting, LLC (“R.W. Block”)
3. Zenith Consultants (“Zenith”); and

WHEREAS, an Evaluation Panel (“Panel”) was established to evaluate the three responsive SOQs; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms considered the Respondents’ proposed cost, airport experience, proposed executive program manager and work plan; and

WHEREAS, the Panel also evaluated the Respondents’ responses to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the solicitation; and

WHEREAS, the Panel conducted a thorough review of the SOQ and determined that David Brush Consulting and R W Block were uniquely qualified to perform the requested executive program manager services; and

WHEREAS, on July 23, 2019, the Panel interviewed the two firms; and

WHEREAS, David Brush Consulting was the highest-ranked firm.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute an Executive Program Manager Services Agreement with David Brush Consulting for a term of three (3) years, with the option for four (4), one-year extensions, to be exercised at the sole discretion of the President/CEO, in an amount not-to-exceed \$1,890,000, in support of the Airport Development Program and related projects at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolution; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

**Subject:**

**Award a Contract to Siemens Logistics, LLC for Replace Baggage Screening Equipment – Terminal 2 East at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2019-0083, awarding a contract to Siemens Logistics, LLC, in the amount of \$7,360,860 for Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East at San Diego International Airport.

**Background/Justification:**

Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East (“T2E”) is a San Diego County Regional Airport (“Airport”) Authority (“Authority”) Board (“Board”) approved project in the FY2020 Capital Improvement Program (“CIP”).

In December 2016, the Transportation Security Administration (TSA), requested the Authority perform an alternatives study to determine the scope of work necessary to replace outdated Explosive Detection System (EDS) machines, including optimization of the Baggage Handling System (BHS). The preferred alternatives study, identifying scope of work and associated costs, was finalized in June 2017.

This project will support the TSA mandate for replacement of outdated baggage screening equipment capable of higher throughput and more effective detection technology. The scope of work includes replacement of three EDS machines, optimization of associated BHS, and construction of a new Checked Baggage Resolution Area (CBRA) enclosure and incidental related items of work.

Construction will be phased in such a way as to support airline and TSA uninterrupted operations and meet the technical requirements for the project. (Attachment A).

This contract was advertised on May 17, 2019, and sealed bids were opened on July 2, 2019. The following bids were received: (Attachment B)

<b>Company</b>	<b>Total Bid</b>
Siemens Logistics, LLC	\$7,360,860
G&S Mechanical USA, Inc.	\$9,984,873

The Engineer’s estimate was \$5,500,000, while the lowest bid proposal was \$7,360,860.

**Page 2 of 3**

Approximately \$500,000 of the additional construction costs can be associated with the new vertical sorters and baggage conveyer control optimization work scope, required in order to improve system performance in the baggage inspection area, to support Alaska Airlines' move to T2E earlier this year.

In addition, from the many established and qualified bidders nationwide for this type of BHS specialty trade work, only two responded to the bid solicitation. The low response rate and higher bid amounts reflect current market trends associated with high demand for BHS work nationwide, thereby driving up prices on equipment, materials and labor.

Despite the current unfavorable market conditions, staff recommends this project proceed forward in order to address increase demand and TSA security concerns related to extended use of outdated EDS equipment, improve reliability and increase throughput rate of the BHS.

The low bid of \$7,360,860, is responsive, and Siemens Logistics, LLC is considered responsible. Staff recommends award to Siemens Logistics, LLC in the amount of \$7,360,860.

**Fiscal Impact:**

Adequate funds for Replace Baggage Screening Equipment – T2 East are included within the Board adopted FY2020-FY2024 Capital Program Budget in Project No. 104235. Source of funding for this project include Airport Bonds and Cash.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs and policy: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs and policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses (SD/VOSB), historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs or policy named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides opportunities for sub-contractor participation; therefore, at the option of the Authority, Policy 5.12 was applied. Policy 5.12 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled/veteran owned small businesses (SD/VOSB). The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SD/VOSB participation. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid. When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.12, the preference is not applied in the final selection.

In accordance with Policy 5.12, Siemens Logistics, LLC did not meet the SBE goal of 34% with 13% certified small business participation for 0% small business preference, did not meet the SD/VOSB goal of 3% for 0% SD/VOSB preference, and did not meet the 63% certified local business goal for 0% local business preference.

**Prepared by:**

BOB BOLTON  
DIRECTOR, AIRPORT DESIGN & CONSTRUCTION

**ATTACHMENT A**  
**104235 - Replace Baggage Screening Equipment - Terminal T2E**

**TERMINAL 2 EAST - FIRST FLOOR  
CHECKED BAGGAGE INSPECTION AREA**





# Low Bidder Analysis

Project : REPLACE BAGGAGE SCREENING EQUIPMENT - TERMINAL T2E

CIP Number: 104235

DATE/TIME BIDS OPENED: 7/02/2019 at 2:00PM

## ADC Evaluation

Bid Item	Bid Item Description	Engineer's	Bidder 1 Amt	Delta	Comments
1	Replace Baggage Screening Equipment - Terminal T2E (Includes entire Work under this Contract, excluding Bid Items 2 Through 11)	\$ 3,704,918	\$ 4,629,682	\$ (924,764)	From the 7 established and qualified bidders nationwide, only 2 responded to this solicitation. The low response rate and higher bid amounts reflect current market trends associated with high demand for BHS specialty services nationwide, driving up prices on equipment, materials and labor.
2	Construct New CBRA Enclosure	\$ 1,081,182	\$ 1,456,678	\$ (375,496)	
3	Overhead	\$ 180,900	\$ 769,500	\$ (588,600)	Overhead costs are relatively higher than estimated. Contractor is distributing more costs on overhead and less on direct costs.
4	Main CPM Schedule Development	\$ 10,000	\$ -	\$ 10,000	Costs were either missed or included under other bid items. No significant impact to the bid.
5	Monthly Schedule Updates	\$ 18,000	\$ -	\$ 18,000	
<b>Total</b>				<b>\$ (1,860,860)</b>	

### 104235 - T2E TSA Recap Additional Funds Needed

Increased construction cost based on lowest bid amount per above	\$ 1,860,860
Increased OCIP costs due to higher construction cost (FACSum)	\$ 51,732
Added contingency due to higher construction cost (FACSum)	\$ 111,408
<b>Total Additional Funds Needed</b>	<b>\$ 2,024,000</b>

### Budget Analysis

Subproject	Current Approved Budget	Additional Funds Needed	Updated Revised Budget (Gross)	TSA OTA Reimbursement Amount (Bid Item 1)	Updated Revised Budget (Net after TSA Reimbursement)
104235 - T2E TSA Recap	\$ 9,572,000	\$ 2,024,000	\$ 11,596,000	\$ 1,140,834	\$ 10,455,166
104235A - T1E TSA Recap	\$ 428,000	\$ -	\$ 428,000	N/A	\$ 428,000
<b>Totals:</b>	<b>\$ 10,000,000</b>	<b>\$ 2,024,000</b>	<b>\$ 12,024,000</b>		<b>\$ 10,883,166</b>

### Recommendation:

Siemens' bid amount received is 34% higher than the Engineer's estimate. This is in line with current market trends as explained above. The project was already value engineered to help minimize adverse impacts due to anticipated market driven cost escalations. Accordingly, there are no viable options to change the design approach or scope without significantly compromising original design intent and integrity and quality of the Work.

Given the urgency to execute this project due to peak demands potentially impacting TSA and airline operations, it is recommended to provide the additional funding needed to execute the project. The Authority is engaging with TSA to negotiate additional reimbursement to cover some of the costs associated with the new CBRA enclosure under Bid Item 2 and cost escalations due to current market trends.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Program**

**BIDDERS ARE REQUESTED TO COMPLETE AND SUBMIT THIS FORM WITH THEIR BID**

**NOTES:**

Bidders Desiring Consideration For Preference Points Under Policy 5.14: The maximum allowable combined participation preference shall not exceed seven percent (7%) or a combined price preference of \$200,000. However, in the event that there is no local goal preference, the maximum allowable combined preference shall not exceed five percent (5%) or a combined price preference of \$200,000, whichever is less.

The Authority shall not be required to verify the accuracy or any such certifications regarding Authority Policies 5.12, 5.13, or 5.14.

Contractor Name: Siemens Logistics LLC  
2700 Esters Blvd,  
DFW Airport, TX 75261

Bid Total Amount:   
maximum allowable preference

Surety: Liberty Mutual Insurance Company

Business Name	Trade/ Description of Work	SBE (Yes or No)	LBE (Yes or No)	SDVOSB (Yes or No)	Value of Work		
					SBE	LBE	SDVOSB
Marrow-Meadows Corp	Electrical	N	N				
EthosEnergy Field Services LLC	Conveyors	N	N				
Grahovac Construction Company	General Building	Y	Y	N	\$984,594.00	\$984,594.00	\$984,594.00
<b>TOTAL VALUE</b>					<b>\$984,594.00</b>	<b>\$984,594.00</b>	<b>\$984,594.00</b>

Contract Goal	Max Points
SBE Goal	34%
LBE Goal	0%
SDVOSB Goal	3%

Preference Points Calculation			(AIRPORT)
	Total Value	%	Points
3 SBE	\$984,594.00	13.38%	0
2 LBE			
2 SDVOSB			
<b>Total Points</b>			<b>0</b>



RESOLUTION NO. 2019-0083

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO SIEMENS LOGISTICS, LLC, IN THE AMOUNT OF \$7,360,860 FOR PROJECT NO. 104235, REPLACE BAGGAGE SCREENING EQUIPMENT – TERMINAL 2 EAST AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East (“T2E”) is a San Diego County Regional Airport (“Airport”) Authority (“Authority”) Board (“Board”) approved project in the FY2020 Capital Improvement Program (“CIP”); and

WHEREAS, in December 2016, the Transportation Security Administration (TSA), requested the Authority perform an alternatives study to determine the scope of work necessary to replace outdated Explosive Detection System (EDS) machines, including optimization of the associated Baggage Handling System (BHS). The preferred alternatives study, identifying scope of work, and associated costs, was finalized in June 2017; and

WHEREAS, this project will support the TSA mandate for replacement of outdated baggage screening equipment capable of higher throughput and more effective detection technology; and

WHEREAS, the scope of work includes replacement of three EDS machines, optimization of associated BHS, and construction of a new Checked Baggage Resolution Area (CBRA) enclosure and incidental related items of work; and

WHEREAS, construction will be phased in such a way as to support airline and TSA uninterrupted operations and meet the technical requirements for the project; and

WHEREAS, the Request for Bids for this project was advertised on May 17, 2019; and

WHEREAS, on July 2, 2019, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, Siemens Logistics, LLC, submitted a bid in the amount of \$7,360,860; and

WHEREAS, the Authority's staff has duly considered Siemens Logistics, LLC's bid, and has determined that Siemens Logistics, LLC, is responsible and that its bid is responsive in all respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves, for the Board to award Siemens Logistics, LLC the contract for Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to Siemens Logistics, LLC, in the amount of \$7,360,860 for Project No. 104235, Replace Baggage Screening Equipment – Terminal 2 East at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Siemens Logistics, LLC; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employee, and agents are hereby authorized, empowered, and directed to do and perform such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Approve and Authorize the President/CEO to Execute an Agreement with Velocity Technology Solutions, Inc. for Oracle JD Edwards EnterpriseOne (JDE E-1) Hosting and Management Services**

### **Recommendation:**

Adopt Resolution No. 2019-0084, approving and authorizing the President/CEO to execute an agreement with Velocity Technology Solutions, Inc., for a three-year term with an option for 2 one-year extensions in an amount not-to-exceed \$2,450,000, to host, manage and provide functional support services for Oracle JD Edwards EnterpriseOne software.

### **Background/Justification:**

The Authority currently has an agreement with Velocity Technology Solutions, Inc. to provide functional support and hosting of the Authority's Enterprise Resource Planning software Oracle JD Edwards EnterpriseOne. Oracle JD Edwards EnterpriseOne is the software the Authority uses to manage its financials, payroll, procurement, human resources, real estate and capital assets. The current agreement has a term of five years, ending on November 30, 2019.

Hosting is the provision of computing services on the hosting firm's remote computer systems. A hosting firm has computing centers that are certified to withstand major catastrophic events (e.g., earthquakes, floods, other natural disasters) by having specially built facilities, redundant power sources, very strict security and access controls, and redundant computing centers. This relieves the need for the Authority to construct similar expensive facilities and hire additional personnel solely dedicated to operating and maintaining the Authority's Enterprise Resource Planning system. In addition to the added reliability of a hosted environment, the Authority gains the benefit of having a disaster recovery site to support business continuity in the event of a major disaster.

Velocity Technology Solutions, Inc will also provide functional support services for the Oracle JD Edwards EnterpriseOne system. This support includes problem resolution, code creation, and report customization.

**Background:** On June 7, 2019 the Authority issued a Request for Proposals seeking a firm to provide Oracle JD Edwards EnterpriseOne v9.2 hosting and management services. Notice of the solicitation was advertised in the San Diego Daily Transcript and on the Authority's Website.

**Small Business Preference:** In accordance with Policy 5.12, the following recommended firm received a small business preference: None

**Business Type Participation –**

**Prospective Firms:** 19 firms viewed the opportunity.

**Submitted Proposals:** The Authority received 2 proposals on July 11, 2019. Both firms were invited to interview on August 1, 2019. The Respondents were asked to provide responses to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the solicitation. The panelist’s final rankings are presented below:

Shortlist Rankings	Panelist 1	Panelist 2	Panelist 3	Total	Rank
Syntax USA Acquisition Company	2	2	1	5	2
Velocity Technology Solutions, Inc.	1	1	2	4	1

Combined Shortlist Scores	SB	Local	Vet.	Cost	Sustain.	Co. Exper.	Staff	Work Plan	Total
Syntax USA Acquisition Company	0	0	0	540	50	770	330	525	2215
Velocity Technology Solutions, Inc.	0	0	0	600	50	945	390	575	2560

**Fees:** The Procurement department staff reached out to Velocity Technology Solutions, Inc., requesting a concession on their rates. The Respondent provided a 16.93% discount on their monthly service rate resulting in a savings of \$201,720 over the term of the agreement.

**Recommendation:** Award an agreement to Velocity Technology Solutions, Inc. for an amount not to exceed \$2,450,000 for a 3-year term with an option for 2 one-year extensions exercisable at the sole discretion of the President/CEO

**Fiscal Impact:**

Adequate funding for a Managed Hosting Service Agreement with Velocity Technology Solutions, Inc. is included in the adopted FY 2020 and conceptually approved FY 2021 Operating Expenses Budgets within the Services-Other line item. Expenses that will impact budget years that have not been adopted/approved by the Board will be included in future year budget requests.

**Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

**Strategies**

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**Focus Areas**

- Advance the Airport Development Plan
- Transform the Customer Journey
- Optimize Ongoing Business

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs and policy: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program and Policy 5.12. These programs and policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs or policy named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm Velocity Technology Solutions, Inc. did not receive small business, local business, and service disabled/veteran owned small business preference.

**Prepared by:**

JESSICA BISHOP  
DIRECTOR, I&TS DEPARTMENT

RESOLUTION NO. 2019-0084

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH VELOCITY TECHNOLOGY SOLUTIONS, INC., FOR A THREE-YEAR TERM WITH AN OPTION FOR TWO ONE-YEAR EXTENSIONS IN AN AMOUNT NOT-TO-EXCEED \$2,450,000, TO HOST, MANAGE AND PROVIDE FUNCTIONAL SUPPORT SERVICES FOR ORACLE JD EDWARDS ENTERPRISEONE SOFTWARE

WHEREAS, the Authority has a current agreement with Velocity Technology Solutions, Inc., for hosting and managing the Authority's licensed Oracle JD Edwards EnterpriseOne and associated applications which ends on November 30, 2019; and

WHEREAS, a proposed new hosting agreement will provide for continued hosting and managing of the Authority's licensed Oracle JD Edwards EnterpriseOne and associated applications; and

WHEREAS, the Authority issued a Request for Proposals for hosting and managing services on June 7, 2019; and

WHEREAS, the Authority received two proposals in response to the RFP; and

WHEREAS, the proposals were evaluated based on established criteria and the two respondents participated in an interview before a panel of Authority staff; and

WHEREAS, after a thorough evaluation, the panel concluded that Velocity Technology Solutions, Inc. is the best qualified proposer to perform the work; and

WHEREAS, the Board believes that it is in the best interest of the Authority to approve and authorize the President/CEO to negotiate and execute an agreement with Velocity Technology Solutions, Inc. for a three-year term with an option for 2 one-year extensions in an amount not-to-exceed \$2,450,000, to host, manage and provide functional support services for Oracle JD Edwards EnterpriseOne software.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute an agreement with Velocity Technology Solutions, Inc., to host, manage and provide functional support services for Oracle JD Edwards EnterpriseOne software for a term of three years with two one-year options exercisable at the sole discretion of the President/CEO in an amount not-to-exceed \$2,450,000; and

BE IT FURTHER RESOLVED that the President/CEO or her designee is hereby authorized to execute and deliver such Agreement to Velocity Technology Solutions, Inc.; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5th day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 5, 2019**

### **Subject:**

**Accept the Carbon Neutrality Plan and Clean Transportation Plan for San Diego International Airport.**

### **Recommendation:**

Adopt Resolution No. 2019-0085, accepting the Carbon Neutrality Plan and Clean Transportation Plan prepared for San Diego International Airport.

### **Background/Justification**

The San Diego County Regional Airport Authority (Authority), which owns and operates the San Diego International Airport (SAN), has been proactively addressing greenhouse gas (GHG) emissions for over a decade. Starting with its 2008 Memorandum of Understanding with the State Attorney General, the Authority has been implementing projects to reduce greenhouse gases under its direct control (known as Scope 1 & 2 emissions), which are mainly associated with the agency's fleet, building energy use, and emergency generators. These projects have included pursuing more energy efficient building design and operations, installing 5.5 MW of onsite solar photovoltaic arrays, and converting 100% of its shuttles to alternative fuels. The Authority has also been working with its business partners to reduce emissions associated with their activities at SAN (known as Scope 3 emissions). These initiatives have included launching "The Good Traveler" carbon offset program, incentivizing low-carbon taxis and Transportation Network Companies (TNCs) operations, and ground power and pre-conditioned air units for aircraft at all 51 terminal gates.

In 2016, the SAN was officially certified through the Airport Council International's Airport Carbon Accreditation (ACA) program. The third-party verified program is a framework that helps airports identify, manage, and reduce their carbon emissions. Currently, SAN is one of only 15 airports in North America that are certified at Level 3 or above, demonstrating that the Authority has gone beyond implementing a carbon management plan that reduces emissions under its control; and is now effectively partnering with airlines, concessions, and ground transportation operators to help them lower their emissions at SAN. As part of its 5-Year Organizational Strategic Plan, the Board adopted a goal of achieving the top level of the ACA program - Level 3+ Certification "Carbon Neutrality" - by 2022.

#### *Carbon Neutrality Plan*

To support this goal, staff has prepared a Carbon Neutrality Plan (CNP). The CNP provides a strategic framework to track the Authority's activities and leadership in climate change mitigation through GHG emission reductions, as well as local air pollution reductions. In addition to inventorying baseline conditions, the CNP summarizes a variety of potential initiatives and tactics within five primary focus areas:

A. Airlines & Aircraft

Potential action items include forming a biofuel task force to engage airlines about options to increase onsite biofuel use; leveraging gate optimization software; and installing an underground fuel hydrant system at all aircraft gates.

B. Transportation

Potential action items include reducing emissions from construction equipment; converting Authority fleet and encouraging third parties to use zero or low emission vehicles; and strengthening inter-agency collaboration regarding regional transit and ground access to the Airport.

C. Energy

Potential action items include participating in direct access or community choice energy programs; installing renewable energy systems in a cost-effective manner; and evaluating alternative fuel options for stationary sources.

D. Other Emissions

Potential action items include updating Tenant Improvement guidelines to emphasize water conservation and resilient design; applying best practices for preventing refrigerant leaks; and expanding the food recovery program to include all applicable tenants and airlines.

E. Carbon Leadership

Potential action items include prioritizing LEED/Envision credits related to carbon and air emissions; expanding passenger participation in The Good Traveler carbon offset program; and leveraging the implementation of aviation-specific offset programs (such as CORSIA).

It is important to note that the CNP also leverages the Authority's other sustainability management planning documents, since they contain actions that additionally address GHG emission reductions. These other documents include the Strategic Energy Plan (final), Water Stewardship Plan (final), Zero Waste Plan (in development), and Clean Transportation Plan (draft). Ultimately, the CNP will support the Airport Authority in reaching the following long-term goals at SAN:

**SAN Carbon Neutrality Plan Goals**

Goal	Metric	Aspirational Target	Target Timeframe
<i>Authority - Climate Change</i> 1. Minimize the Authority's direct operational impact on climate change	Operationally-controlled GHG emissions including Scope 1, 2, and Authority staff business travel	80% below 2015 levels	By 2035
<i>Authority - Air Quality</i> 2. Minimize the Authority's direct operational impact on local air quality	Conversion of stationary combustion equipment to electric or alternative energy sources	100%	By 2035

<p><i>Airport-Wide Emissions</i></p> <p>3. Help airport partners minimize their impact on climate change</p>	<p>GHG intensity, measured by Scope 1, 2, &amp; 3 emissions per passenger</p>	<p>30% below 2015 levels</p>	<p>By 2035</p>
<p><i>Climate Leadership</i></p> <p>4. Provide regional and industry leadership and collaboration in climate change solutions</p>	<p>ACA Certification</p>	<p>Level 3+ "Carbon Neutrality"</p>	<p>By 2022</p>
<p><i>Airport Plan Integration</i></p> <p>5. Achieve GHG reductions from other Airport plans</p>	<p>GHG-reducing metrics from other sustainability management plans</p>	<p>-----</p>	<p>-----</p>

#### *Clean Transportation Plan*

The Authority has developed a detailed Clean Transportation Plan (CTP) to effectively manage emissions from the transportation sector. The CTP covers all related vehicles and equipment accessing and operating at SAN, whether owned and operated by the Authority or by third parties. In addition to inventorying baseline conditions, the CTP summarizes a variety of potential initiatives and tactics within six primary focus areas:

- A. Alternative Fuels & Vehicle Efficiency  
Potential action items include adopting the use of renewable diesel for ground support equipment; providing preferred passenger parking locations for alternative fuel vehicles; and training staff on new transportation pollution control technologies.
- B. Efficient & Sustainable Transportation Infrastructure  
Potential action items include providing safe bicycle lanes and walking paths to and from the Airport; installing "smart park" systems to efficiently utilize garage capacity; and expanding covered bicycle storage.
- C. Employee Transportation  
Potential action items include developing an Authority employee parking cash-out program; creating an employee ride matching program to support carpooling; and encouraging telecommuting and alternative work schedules.
- D. Congestion & Emissions  
Potential action items include strengthening enforcement of existing anti-idling policies; developing a program that requires off-peak delivery schedules when possible; and monitoring advancements in autonomous vehicle technology to proactively prepare SAN.

E. Construction

Potential action items include shuttling workers into the construction site from consolidated parking areas; requiring use of alternatively-fueled construction vehicles; and rewarding proposals that prioritize methods and technologies to minimize vehicle use.

F. Public Transit

Potential action items include launching a new shuttle service between the Old Town Transit Center and SAN; working with MTS to improve the branding and frequency of Bus Route 992; and preserving a transit station area that could directly serve the terminals and connect to the regional transportation network in the future.

Ultimately, the CTP will support the Authority in reaching the following long-term goals at SAN:

**SAN Clean Transportation Plan Goals**

Goal	Metric(s)	Aspirational Target(s)	Target Timeframe
<i>Zero-Emission Fleet</i> 1. Minimize the Authority's reliance on fossil fuels for its fleet	Conversion of Authority-owned vehicles and equipment to alternative fuels	100%	By 2035
<i>Alternative Fuel Infrastructure</i> 2. Provide enabling infrastructure for passengers, tenants, and employees	Airport-wide parking designated for clean air vehicles and/or electric vehicle-ready	50%	By 2035
<i>Ground Transportation Ops.</i> 3. Incentivize adoption of low carbon strategies by permitted operators	Use GHG rating (GGR) to measure ground transportation providers	GGR of 10	By 2030
<i>Public Transit</i> 4. Provide leadership and collaboration to increase use of transit and other sustainable transportation options	Passenger and employee use of transit, TNC pooling, bicycling, and other sustainable modes	15%	By 2035
<i>Third Party Emissions</i> 5. Encourage emissions reductions from business partners	Conversion of non-Authority vehicles to alternative fuels	100%	By 2035

The CNP and CTP were funded through a grant provided by the Federal Aviation Administration that is specific to assisting airports with comprehensive sustainability

planning. Both draft plans were developed in close coordination with multiple Airport Authority departments, and presented to key external stakeholders for input. The draft plans were also made available on the Authority's website for the general public. The only comment letter received on the draft plans was from Airlines for America, which is a trade association and lobbying group for North American airlines (see Attachment A). As a result, the draft plans were updated to incorporate their suggestions and to address their feedback (see Attachment B). The final draft versions of both plans are currently available for review at [www.san.org/green](http://www.san.org/green).

### **Fiscal Impact:**

There is no direct fiscal impact with acceptance of the Carbon Neutrality Plan and Clean Transportation Plan. While both the CNP and CTP identify potential strategies to reduce greenhouse gas emissions and to improve local air quality, it does not commit the Airport Authority to funding specific projects or initiatives. Any future projects, policies, and/or programs recommended to the Board to reduce emissions will be evaluated for their fiscal impact on a case-by-case basis and will need to be justified through a benefit-cost-analysis.

### **Authority Strategies/Focus Areas:**

This item supports one or more of the following (*select at least one under each area*):

#### **Strategies**

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

#### **Focus Areas**

- Advance the Airport Development Plan     Transform the Customer Journey     Optimize Ongoing Business

### **Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106

### **Application of Inclusionary Policies:**

Not applicable

### **Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS



## Airlines for America®

*We Connect the World*

August 5, 2019

Submitted via: email to Brendan Reed ([breed@san.org](mailto:breed@san.org)) and Chad Reese ([creese@sna.org](mailto:creese@sna.org))

Re: Airlines for America Comments on *San Diego International Airport's Public Draft Versions of Clean Transportation and Carbon Neutrality Plans*

Dear Mr. Reed and Mr. Reese:

Airlines for America ("A4A") appreciates this opportunity to comment on the Public Draft Versions of two documents under consideration by the San Diego International Airport ("SAN": or the "Airport"), its *Clean Transportation Plan* (the "CTP") and *Carbon Neutrality Plan* (the "CNP") (together the "Plans"). A4A is the principal trade and service organization of the U.S. airline industry.<sup>1</sup> Together with our members we are pleased to support the development of these plans, which the Airport describes as "part of a suite of plans that comprise [its] overarching Sustainability Management Plan," although we do offer suggestions for improving the drafts.

A4A's members have a strong environmental record and demonstrated commitment to sustainable aviation growth. In fact, although the U.S. airlines contribute less than two percent to our nation's greenhouse gas emissions ("GHG") inventory, we take our role in controlling GHG emissions very seriously. Between 1978 and year-end 2018, the U.S. airlines improved their fuel efficiency by more than 130 percent, saving nearly 5 billion metric tons of carbon dioxide ("CO<sub>2</sub>"), equivalent to taking 26 million cars off the road each of those years. And, they carried 42 percent more passengers and cargo in 2018 than they did in 2000, while emitting just 3 percent more CO<sub>2</sub>.

At the same time, commercial aviation drives our national, state and local economies. At the national level, the commercial aviation industry drives more than \$1.5 trillion in economic activity and 10 million jobs. The Federal Aviation Administration ("FAA") determined that in 2014, civil aviation contributed 4.2 percent to the State of California's gross domestic product, with commercial airlines directly employing over 130,000 people with a payroll of over \$7.8 billion.<sup>2</sup> A more recent study completed on behalf of the San Diego County Regional Airport Authority found that in 2017, San Diego International Airport supported more than 117,000 jobs (\$3.9 billion in payroll) and \$11.9 billion in economic output, with commercial airlines and other aviation tenants alone providing over 9,300 jobs with a total payroll of over \$350 million and driving over \$800 million in economic output.<sup>3</sup> The report rightly concludes the Airport is "far more than a vital transportation resource for the San Diego Region. The airport is also a critical catalyst for the regional economy."<sup>4</sup>

The U.S. airlines have achieved this level of simultaneous economic and environmental performance through relentless pursuit and implementation of technology, operational, and infrastructure measures to minimize our environmental impact. And we are committed to accelerating the pace of progress. U.S. commercial airlines are active participants in a global aviation coalition that has committed to 1.5 percent annual average fuel efficiency improvements through 2020 and carbon neutral growth from 2020, subject

<sup>1</sup> A4A's members are: Alaska Airlines, Inc., American Airlines, Inc., Atlas Air, Inc., Federal Express Corporation, Hawaiian Airlines, JetBlue Airways Corp., Southwest Airlines Co., United Airlines Holdings, Inc., and United Parcel Service Co. Air Canada, Inc. is an associate member.

<sup>2</sup> Federal Aviation Administration. The Economic Impact of Civil Aviation on the U.S. Economy: Economic Impact of Civil Aviation by State (2017), available at [https://www.faa.gov/about/plans\\_reports/media/2017-economic-impact-report.pdf](https://www.faa.gov/about/plans_reports/media/2017-economic-impact-report.pdf). Nationally, commercial aviation drives 10.2 million U.S. jobs, \$1.5 trillion per year in economic activity and 5 percent of U.S. gross domestic product.

<sup>3</sup> San Diego International Airport Economic Impact Study (June 2018) (available here: <https://timesofsandiego.com/wp-content/uploads/2018/09/2017-01-06-economic-impact-study.pdf>) at 1-3 and 5-3.

<sup>4</sup> *Id.* At 1-4.

to critical aviation infrastructure and technology advances achieved by government and industry, with an aspirational goal of a 50 percent reduction in CO<sub>2</sub> by 2050 relative to 2005 levels.

Our primary focus is on getting further fuel efficiency and emissions savings through new aircraft technology, sustainable aviation fuels (“SAF”) and air traffic management and other operational and infrastructure improvements. For example, we initiated and have long supported the development and deployment of SAF through our Commercial Aviation Alternative Fuels Initiative<sup>®</sup> (CAAFI), which A4A co-founded in 2006 with FAA, the Aerospace Industries Association (AIA) and Airports Council International-North America (ACI-NA) to serve as the driving and coordinating force for the industry’s efforts. Through CAAFI, we have continually worked to address and overcome the challenges to commercial-scale deployment of SAF – ensuring safety and environmental benefit while working to achieve SAF supply reliability and cost-competitiveness.

In addition, for decades we have devoted significant time and resources supporting International Civil Aviation Organization (“ICAO”) efforts to develop emissions standards for aircraft and aircraft engines (including for oxides of nitrogen, particulate matter and CO<sub>2</sub>) and to get those standards incorporated into domestic law. Similarly, A4A leadership was instrumental in the effort that culminated in ICAO’s adoption of the Carbon Offsetting and Reduction Scheme for International Aviation (“CORSIA”) late last year and A4A and our members have led efforts for implementation of CORSIA by the U.S. government.<sup>5</sup>

In this context, our industry’s record and approach align with the Airport Authority’s Sustainability Policy, which emphasizes that “[s]ustainability is consistent with and vigorously reinforces the Authority’s Mission Statement: to operate San Diego’s air transportation gateways in a manner that promotes the region’s prosperity and protects its quality of life” and “endorses the three pillars of sustainability (environmental, social, and economic) to guide and implement the Authority’s practices.”<sup>6</sup> As such, A4A and its members are pleased to strongly support the CTP and CNP insofar as they set ambitious environmental goals without compromising the Airport’s “crucial role as a major economic engine of employment and economic activity for the San Diego Region.”<sup>7</sup>

It is in this spirit that we offer the following comments on the Plans.

### **Comments**

As an initial matter, we note that these comments do not address each and every aspect of the CTP and CNP, but rather address certain major aspects and features of the Plans. Accordingly, where these comments do not address a particular aspect of either Plan, this should not be interpreted to mean that we agree with that aspect and A4A and/or its members expressly reserve the right to comment on and, if necessary, object to any particular goal, policy, measure or other mechanism to implement the Plans in the future. In this connection, we strongly support the Airport’s “commitment to continued and expanded collaboration to achieve GHG reductions with external stakeholders (Figure 4)” (CNP at 23; CTP at 21). However, as A4A currently is not included in the list of industry organizations identified in Figure 4, we respectfully request that A4A be added to that list.

With respect to funding, we urge the Airport to more explicitly note that much of the funding for the development of the Plans and for the initiatives under them come from the aviation industry itself and work to ensure such funding is appropriately shepherded. For example, we note the observation included

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<sup>5</sup> CORSIA, which was designed to support the achievement of carbon neutral growth in international aviation from 2020 onward, has two parts. First, beginning on January 1, 2019, it required that all aircraft operators with international flights emitting more than 10,000 metric tons of CO<sub>2</sub> monitor and report their emissions under a common set of rules. (Although U.S. aircraft operators have reported fuel burn and emissions to our government for many years, the ICAO agreement spread such a requirement worldwide). Second, CORSIA includes a carbon offsetting obligation, which will commence in 2021 and continue through 2035. This obligation will ensure that should international aviation emissions increase over 2020 levels, those increases will be offset by investment in emissions reductions achieved elsewhere.

<sup>6</sup> [http://san.org/Portals/0/Documents/Environmental/SD-Airport-Authority-Board\\_Sustainability-Policy\\_Rev-2019.pdf](http://san.org/Portals/0/Documents/Environmental/SD-Airport-Authority-Board_Sustainability-Policy_Rev-2019.pdf)

<sup>7</sup> San Diego International Airport Economic Impact Study at 1-3.

in both the CTP and CNP documents that the Plans “like other sustainability-focused plans ha[ve] been developed through a grant provided by the [FAA], under their Airport Improvement Program.”<sup>8</sup> The Airport should expand upon this observation by explaining that the Airport Improvement Program is funded (via the Airport and Airway Trust Fund) by revenues generated by taxes and fees imposed on the aviation industry, the predominate share of which is borne by commercial airlines and our passengers. So too, where programs outlined in the Plans will rely on substantial investments in airport infrastructure (e.g., airside infrastructure to support electrification of airport ground support equipment (“GSE”)), the Airport should highlight that this infrastructure will be paid for using revenues generated by the aviation industry itself. This is an important consideration when evaluating the total costs and sustainability of any such program at the outset. In addition, the Airport needs to consider the availability of AIP and any other funds for the full array of programs it is considering to prioritize among resources and ensure that such expenditures adhere to the FAA’s Revenue Diversion Policy. (For example, looking at the CTP at 50, which speaks to subsidizing train and/or bus passes for employees and construction workers; providing incentives such as rebates and/or preferred parking for staff /vanpools/carpools, there could be real issues about whether such measures would constitute revenue diversion).

Revenue diversion limitations and other considerations also come into play with respect to the appropriate structure of any program designed to offset carbon emissions or to establish “an industry-wide GHG Reduction Fund” that would rely on off-airport/non-aviation emissions reductions as suggested in the CNP. In addition to the question of funding sources for such emissions-reducing projects, there are real questions about how such a program might relate to the CORSIA program. Because the international agreement for CORSIA stipulates that CORSIA is to be the single market-based measure applying to carbon emissions from international aviation, any program the Airport might pursue cannot run counter to that.

Finally, many funding sources identified by the Airport, such as FAA’s Voluntary Airport Low Emission program and CARB’s Carl Moyer program (CTP at 62; CNG at 60), depend on maintaining the voluntary nature of the emissions reductions achieved. We strongly support the use of such funds where available and strongly urge the Airport to establish voluntary emission reduction programs to maintain access to such funds.

There are several aspects of the Plans, particularly with respect to many of the initiatives aimed airlines and aircraft in the CNP, that need to be reconsidered in light of the Airport’s limited authority to act in certain circumstances. Most importantly, FAA exercises exclusive and plenary authority over aircraft operations and supporting functions and State and local governments are precluded from regulating such operations.<sup>9</sup> For example, FAA regulations unequivocally provide, that “[t]he pilot in command of an aircraft is directly responsible for, and is the final authority as to, the operation of that aircraft.” 14 C.F.R. §91.3. This pervasive federal regulatory scheme extends to both aircraft in flight and aircraft-related operations on the ground.<sup>10</sup> In this context, the Airport should consider its characterization of its “level of control” over “aircraft”, “aircraft auxiliary power unit” and “GSE” as “influential” (CNP at 48). It is particularly problematic that the Airport uses precisely the same term to characterize its “level of control” over other types of vehicles such as “public access vehicles” such as “cars”, “taxis” “shuttles” etc. In

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<sup>8</sup> CNP at 7. While the CTP affirms the plan has “been developed through a grant by the [FAA]” without specifically identifying the source of funding as AIP, we assume the source of funding for the CTP and CNP are the same.

<sup>9</sup> The Federal Aviation Act establishes “a uniform and exclusive system of federal regulation” of aircraft operations to be administered by the FAA. *Burbank v. Lockheed Air Terminal, Inc.*, 411 U.S. 624, 639 (1973). See also *Abdullah v. American Airlines, Inc.*, 181 F.3d 363, 370 n.10 (3d Cir. 1999) (aviation regulation is an area where “[f]ederal control is intensive and exclusive”) (quoting *Northwest Airlines, Inc. v. Minnesota*, 322 U.S. 292, 303 (1944)). In addition, the Airline Deregulation Act (“ADA”) expressly preempts any state regulation “related to a price, route or service of any air carrier.” 49 U.S.C. § 41713(b)(1). The Supreme Court has interpreted the phrase “relat[ed] to” in the ADA preemption provision as preempting any state rule having either “[1] a connection with or [2] reference to” airline rates, routes, or services. *Morales v. Trans World Airlines, Inc.*, 504 U.S. 374, 383-384 (1992). According to the *Morales* Court, the phrase “relat[ed] to” in this provision “express[es] a broad pre-emptive purpose,” and thus ADA preemption has a “broad scope” and an “expansive sweep.” *Id.* at 384.

<sup>10</sup> See, e.g., 49 U.S.C. § 40103(b)(2)(B)-(C); *Burbank-Glendale-Pasadena Airport Authority v. City of Los Angeles*, 979 F.2d 1338, 1341 (9th Cir. 1992) (Federal Aviation Act preempts any regulatory “interference” with the operations of aircraft on the ground); *City of Houston v. FAA*, 679 F.2d 1184, 1195 (5th Cir. 1982) (FAA has regulatory authority “not only [over] the corridors of air traffic, but the use of airports as well”).

reality, the constraints on the legal authority of the Airport and other local entities over aircraft and GSE in relation to aircraft operations are of a wholly different nature. For example, the Airport cannot mandate that “aircrafts use fossil fueled Ground Power Units quickly to reduce engine exhaust” as the pilot in command has final and exclusive authority as to how and when to switch from aircraft- to ground-supplied power.<sup>11</sup>

In addition, we urge the Airport to reconsider a number of the goals set forth in the Plans - most importantly, the Airport’s goal of reducing “GHG intensity, measured by . . . emissions per passenger” to “30% below 2015 levels” by 2035. (CNP at 32). First, this goal appears to include aircraft, implying Airport authority over the aircraft itself, which, as noted above, is not subject to local regulation or authority. Second, the metric ignores the fact that a significant portion of aircraft operations are all-cargo, and that passenger aircraft often carry significant (non-passenger) cargo loads. Third, there needs to be more clarity regarding how any such metric would be applied at SAN (e.g., what emissions would be counted? If aircraft emissions are to be included, would the emissions potentially be counted by other airports?, etc.) Fourth, the Airport must recognize that airport-specific goals have limited reach and effect given that aircraft emissions make up a majority of airport-wide emissions and the Airport does not have authority to affect factors such as demand for air transportation services that will drive the emissions from the array of emissions sources at the airport needed to support operations. As stated above, we are proud of our environmental record and our very significant progress to date in reducing emissions on a per-RTM<sup>12</sup> basis and we have every intention of building on and continuing this progress. Accordingly, as our own ambitious CO<sub>2</sub>-reduction goals establish, we support the establishment of emissions goals including those that are intensity-based. However, we would need to engage with the Airport extensively to ensure that the GHG intensity goal it articulates here makes sense and aligns with our own ambitious goals. We urge the Airport to reconsider setting public expectations before providing the opportunity for such engagement.

The Plans also need to be revised to address a significant disconnect in the CTP between the goal Airport sets for itself in “converting Authority-owned equipment to hybrid, electric, or alternative fuels” (CTP at 24) and the goal the Authority proposes for “conversion of non-Authority vehicles to hybrid, electric or alternative fuels” (CTP at 25). Specifically, the Authority sets a goal of converting 80% of its equipment by 2035, while setting a goal of converting 100% of non-authority owned equipment by 2035. The Authority is correct to highlight the challenges attending the conversion of vehicles:

the variability of the functions performed by the fleet vehicles, especially larger horsepower, multi-function vehicles such as pickup trucks, may require the use of other [than electric] alternative fuels. . . . The issues described for traditional vehicles are even more relevant for the mobile equipment fleet owned by the Authority. Currently, alternative to traditional fossil-fueled trailers, tractors, and some other GSE used at the airport are not commercially available or are in initial stages of development. CTP at 26.

We respectfully point out that commercial airlines own and operate the large majority of the GSE fleet at SAN, including many “larger horsepower, multi-function vehicles” for which alternatively-fueled models, including electric GSE, are not commercially available (such as large cargo loaders, air starts, deicers, tractors for large twin-aisle aircraft, etc.). The divergence between the goals for conversion of Authority-owned and non-Authority owned equipment should be addressed.

More importantly, the Airport needs to consider the wisdom of setting goals as aggressive as 100% conversion for any category of equipment. This will create an expectation among the public that such a goal necessarily can be reached. We recognize that there likely is some inherent flexibility in that the proposed targets appear to allow for a mixed fleet relying on “hybrid, electric or alternative fuels” and that “alternative fuels” itself appears intended to refer to a number of fuel types (the CTP at 25 refers to

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<sup>11</sup> In addition, we note that if gate power is available (where a pilot orders its use) GPUs need not be used.

<sup>12</sup> “Revenue Ton Mile,” which accounts for transportation of both passengers and cargo (in all-cargo aircraft and the belly of passenger aircraft).

alternatives as including “e.g., propane, renewable natural gas, renewable diesel, biodiesel”). We welcome such flexibility.<sup>13</sup> There are, however, factors that likely make 100% conversion of many equipment categories potentially unrealistic. First, maintaining the safety of aircraft operations is and must remain an imperative for both the Airport and its tenants. Some vehicles (e.g., fire/emergency response) must be capable of performing their required tasks in all circumstances with the minimum risk of failure possible. Thus, the Airport should not articulate a “100%” goal or otherwise should make it clear that safety imperatives may render its achievement impossible. Moreover, many vehicles (including GSE) are essential to maintaining aircraft operations. In the event of power failures (resulting, e.g., from natural disasters such as earthquakes), where there is heavy reliance on electric vehicles aircraft operations would come to a halt unless there is sufficient, reliable back-up generation capacity and/or essential non-electric vehicles are on hand to service aircraft. Airports and aircraft operations are critically important to facilitating emergency response in the wake of such disasters. The Airport needs to consider this important factor in setting goals and public expectations.

Also, the Airport needs to acknowledge that the fact that certain alternative vehicles are “commercially available” is not sufficient to justify their deployment. Even if alternatively-fueled vehicles are ostensibly available on the market, there is no guarantee that the vehicles will be capable of performing the tasks required of them at any given airport (distances, grades or other site-specific factors may preclude their deployment). In addition, deployment of any alternatively-fueled vehicle requires that the infrastructure required to support the deployment already exists at the Airport. For example, deployment of electric equipment requires sufficient off-airport infrastructure (e.g., electric generation capacity) and on-airport infrastructure (substations, conduits, chargers, space required to charge/park the equipment etc.). The Airport should consider these factors in assessing whether it needs to reconsider its targets for conversion of vehicles and equipment (particularly in light of the commitments it is making to provide infrastructure necessary to support deployment of alternatively-fueled landside vehicles). At a minimum, the Airport needs to make it clear to the public that the achievement of any such target will be contingent upon these factors and not merely whether alternatives are generally deemed to be “commercially available.”

These considerations also should be reflected in certain initiatives articulated in the CNP (e.g., Initiative AA-2 of the CNP - “Enhance policies and contract terms for sustainability and air quality”) and associated “tactics” related to equipment and vehicles. In addition, it is unclear how and whether the goals identified in the CNP relate to the goals articulated in the CTP. For example, it is unclear whether the “Authority – Climate Change” goal, which targets reducing emissions from “operationally controlled GHG emissions included in Scope 1,2, and Airport Staff business travel” to 80% below 2015 levels by 2035 (CNP at 32), is intended to correspond or relate to the CTP goal of converting 80% of “authority-owned equipment to hybrid, electric, or alternative fuels” by 2035 (CTP at 24). We urge the Airport to explain the interrelationships between the goals in the CNP and CTP and to review the goals in light of these interrelationships to ensure that they are consistent.

We are also concerned that the Airport repeatedly suggests that it envisions incorporation of requirements in contracts with its tenants as one means of implementing certain goals. In our view, the Airport should express that a preferred approach would be to implement goals through voluntary measures established after extensive consultation with relevant tenants. Importantly, this (as noted above) will preserve tenant access to funds like VALE and Carl Moyer. As a concrete example, it would be impractical and unreasonable to “[i]ntroduce a permitting requirement for all airside vehicles to be able to track emissions performance before they start operating at the Airport” (CTP at 41). First, airlines do not manufacture the equipment and vehicles they operate – any such requirement, therefore, would depend on the ability of original equipment manufacturers to provide equipment enabling such tracking at a reasonable cost. Second, we note that to date emissions modeling has proven sufficient to evaluate and implement measures designed to control emissions, such that the permitting requirement suggested in the CTP is unnecessary.

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<sup>13</sup> Recent “Alternative Fuel Vehicles Agreements” between air carriers and the Airport Authority reflect such flexibility.

We welcome the Airport's support for the deployment of "sustainable aviation fuel usage or other aircraft fuel efficient technologies." CNP at 48. However, we note that the "tactics" for this initiative refer only to "biofuels," which are only a subset of SAF and urge that they be rephrased to refer to SAF. In addition, while we welcome support for development and deployment of SAF, the Airport must recognize that it is without authority to require the use of SAF.

The development and deployment of SAF is very complicated and its feasibility depends heavily on a variety of factors, including feedstock availability and cost, siting of SAF refining facilities, transportation of feedstocks and resulting SAF, among others. Given that the jet fuel airlines use is critical to safe and reliable flight operations and that fuel is one of the highest cost centers for airlines, the airlines must be the decision makers in fuel supply decisions, including regarding SAF purchase and deployment. In addition, regional characteristics and economic indicators can greatly affect whether SAF production in a particular region makes sense. Such factors may make SAF more viable at some airports than others and, as such, any Airport programs aimed at supporting the development and potential deployment of SAF should reflect this reality. To the extent an airline does seek or identifies SAF supply to bring to SAN, however, the Airport can play an important role in ensuring success of the airline's SAF deployment. For example, SAF providers may not have the same familiarity with airport operations that traditional fuel providers have and support from the Airport can be helpful to facilitating a smooth start.

Similarly, while we welcome the Airport's suggestion that it "collaborate with airlines on carbon offsetting programs" (CNP at 48), we note that airlines are working tirelessly to identify viable offsetting strategies and opportunities to facilitate their compliance with CORSIA. Like SAF projects, viable carbon offsetting programs must meet strict requirements and can be very complicated to implement properly. Accordingly, we urge the Airport to recognize that airlines need to be the ultimate decision-makers with respect to which offsetting programs and opportunities make sense for them relative to their overall compliance strategies.

\*\*\*\*\*

A4A and its airline members are grateful for the opportunity to provide these comments. We will be very pleased to work with the Airport to refine these Plans.

Please do not hesitate to contact us should you have questions or wish to discuss our comments in greater detail.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim A. Pohle', with a stylized flourish at the end.

Tim A. Pohle  
Senior Managing Director  
Environmental Affairs  
Airlines for America

August 19, 2019

VIA EMAIL/USPS

Tim A. Pohle, Senior Managing Director  
1275 Pennsylvania Ave. NW  
Suite 1300  
Washington, DC 20004

Re: **Response to A4A's Comments on Draft Carbon Neutrality Plan & Draft Clean Transportation Plan for San Diego International Airport**

Dear Mr. Pohle:

The San Diego County Regional Airport Authority (Airport Authority), which operates San Diego International Airport (SAN) and is responsible for air transportation planning in the San Diego region, appreciates the comments submitted by Airlines for America (A4A) in regards to the Draft Carbon Neutrality Plan and Draft Clean Transportation Plan for SAN. The Authority also recognizes the strong environmental record and demonstrated commitment to sustainable aviation growth from A4A's members.

In regards to A4A's comments on the two draft plans (paraphrased in *italics* below), the Authority has carefully reviewed and considered each one and will be making revisions to the documents in some cases, based on the helpful feedback:

1. *The Airport Improvement Program (AIP) is funded through taxes and fees on the aviation industry.*

The Airport Authority will be adding language in both plans to explain that U.S. airports (such as SAN) do not receive revenue from local taxes, but rather are financially self-sufficient enterprises relying on user fees. It will also be noted that there are federal restrictions on using this revenue for non-airport purposes.

2. *Only voluntary emission reduction programs should be established to maintain access to grant funding.*

The Airport Authority will be adding language in both plans that voluntary programs will be prioritized, when possible, in order to facilitate access to federal, state, and regional grant funding.

3. *The Authority has very limited "influence" over aircraft operations and supporting functions.*

The Airport Authority will be adding language to both plans that explains its levels of "influence" vary depending on the emissions source. For example,

airports cannot mandate that pilots use 400 Hz ground power and pre-conditioned air to help reduce engine exhaust when their aircraft are at gates, because the pilots in command have final decision-making authority over aircraft operations.

4. *The Airport should reconsider setting specific GHG intensity emissions goals, especially since it has no authority over aircraft (which constitute the majority of emissions) and a “per passenger” emissions goal doesn’t take into consideration the influence of cargo operations.*

The Airport Authority concurs that it has no direct control over aircraft operations, as well as many other emission sources at SAN. As such, the GHG emissions per passenger goal was established mainly by forecasting the benefits from three existing external policies: (1) ICAO commitment for carbon neutral aviation growth, (2) Federal/CA Vehicle Efficiency Standards, and (3) California Renewable Portfolio Standard. Another influencing factor is that SAN’s passenger growth is forecasted to continue to outpace passenger and cargo operational growth (i.e. there will be more passengers per aircraft operations on average, thus helping to reduce per passenger emission intensities). All goals, tactics, and initiatives are also presented in the Carbon Neutrality Plan and Clean Transportation Plan as being aspirational and do not commit the Airport Authority to implementing any specific projects, programs, and/or policies (please note legal language at bottom of inside cover within both plans). The Airport Authority will be looking for additional opportunities to stress these points in both plans.

5. *Within the Clean Transportation Plan, there is a disconnect between the conversion goals for Authority-owned equipment versus tenant-owned equipment.*

The Airport Authority acknowledges this disconnect and will be updating the goal for Authority-owned equipment to match the tenant goal.

6. *Even if certain alternative vehicles are “commercially available,” other factors – such as safety concerns, operational characteristics, and fueling infrastructure availability – must be taken into consideration in order to justify their deployment.*

The Airport Authority will be adding language in both plans recognizing the importance of multiple factors in determining the appropriate location and timing of alternative fuel vehicle deployment.

7. *The Airport Authority should explain the interrelationships between the goals in the Carbon Neutrality Plan and Clean Transportation Plan.*

Because carbon is a common performance metric for numerous sustainability topics (electricity/natural gas, transportation, and waste), the Carbon Neutrality Plan serves as the overarching document in regards to the Airport Authority's carbon management strategy at SAN (typically called a "Climate Action Plan" by municipalities and other public agencies). As such, the overarching goals presented in the Carbon Neutrality Plan take into consideration the goals in the Strategic Energy Plan (transition to renewable electricity), Clean Transportation Plan (transition to alternative fuels), and Zero Waste Plan (diversion of waste from landfills). This is described in more detail on pages 17-18 of the Carbon Neutrality Plan.

8. *The Airport must recognize that it is without authority to require the use of SAF. The Airport Authority concurs that it has no direct control over aircraft operations, including the use of sustainable aviation fuels (SAF) at SAN. As such, the Airport Authority will be adding language in the Carbon Neutrality Plan further noting this limited authority.*
9. *The Airport must recognize that airlines need to be the ultimate decision-makers on their participation in specific offsetting programs and that CORSIA will be the single market-based measure applying to international aviation's carbon emissions.*

The Airport Authority will be adding language in the Carbon Neutrality Plan that airlines will be independently deciding on their preferred offsetting program and compliance strategy under CORSIA.

Again, the Airport Authority appreciates Airlines for America's review of the draft plans and its submitted suggestions. We look forward to continuing our productive communication and collaboration with airline environmental representatives as SAN's sustainability management initiatives are further developed, implemented, and refined. Please feel free to contact me at (619) 400-2785 or [breed@san.org](mailto:breed@san.org) if you have any questions or would like to discuss this letter further.

Sincerely,



Brendan J. Reed  
Director of Planning & Environmental Affairs

cc: Dennis Probst, Airport Authority - Vice President of Development  
Chad Reese, Airport Authority - Environmental Affairs Manager  
Richard Gilb, Airport Authority - Environmental Affairs Manager

RESOLUTION NO. 2019-0085

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, ACCEPTING THE CARBON  
NEUTRALITY PLAN AND CLEAN  
TRANSPORTATION PLAN PREPARED FOR SAN  
DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority (Authority), which owns and operates the San Diego International Airport, has been proactively addressing greenhouse gas (GHG) emissions for over a decade; and

WHEREAS, the Authority has been implementing projects to reduce greenhouse gases under its direct control as well as been working with its business partners to reduce emissions associated with their activities at the Airport; and

WHEREAS, the San Diego International Airport is one of only 15 airports in North America that are currently certified through the Airport Carbon Accreditation program at Level 3 or above, and the Authority Board has established a goal to reach the top level of the program – Level 3+ “Carbon Neutrality” – by 2022; and

WHEREAS, staff has prepared a Carbon Neutrality Plan to provide a strategic framework to track the Authority’s activities and leadership in climate change mitigation through GHG emission reductions, as well as local air pollution reductions; and

WHEREAS, staff has also developed a detailed Clean Transportation Plan to effectively manage emissions from the transportation sector; and

WHEREAS, both Plans include inventories of baseline conditions, potential initiatives and tactics within primary focus areas, and long-term aspirational goals; and

WHEREAS, the Carbon Neutrality Plan and Clean Transportation Plan, which were funded through a grant provided by the Federal Aviation Administration, were developed in close coordination with multiple Authority departments and incorporate feedback from key external stakeholders.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts the Carbon Neutrality Plan and Clean Transportation Plan prepared for San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 5<sup>th</sup> day of September, 2019, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



# Carbon Neutrality & Clean Transportation Plans

Board Meeting – September 2019

**Chad Reese**

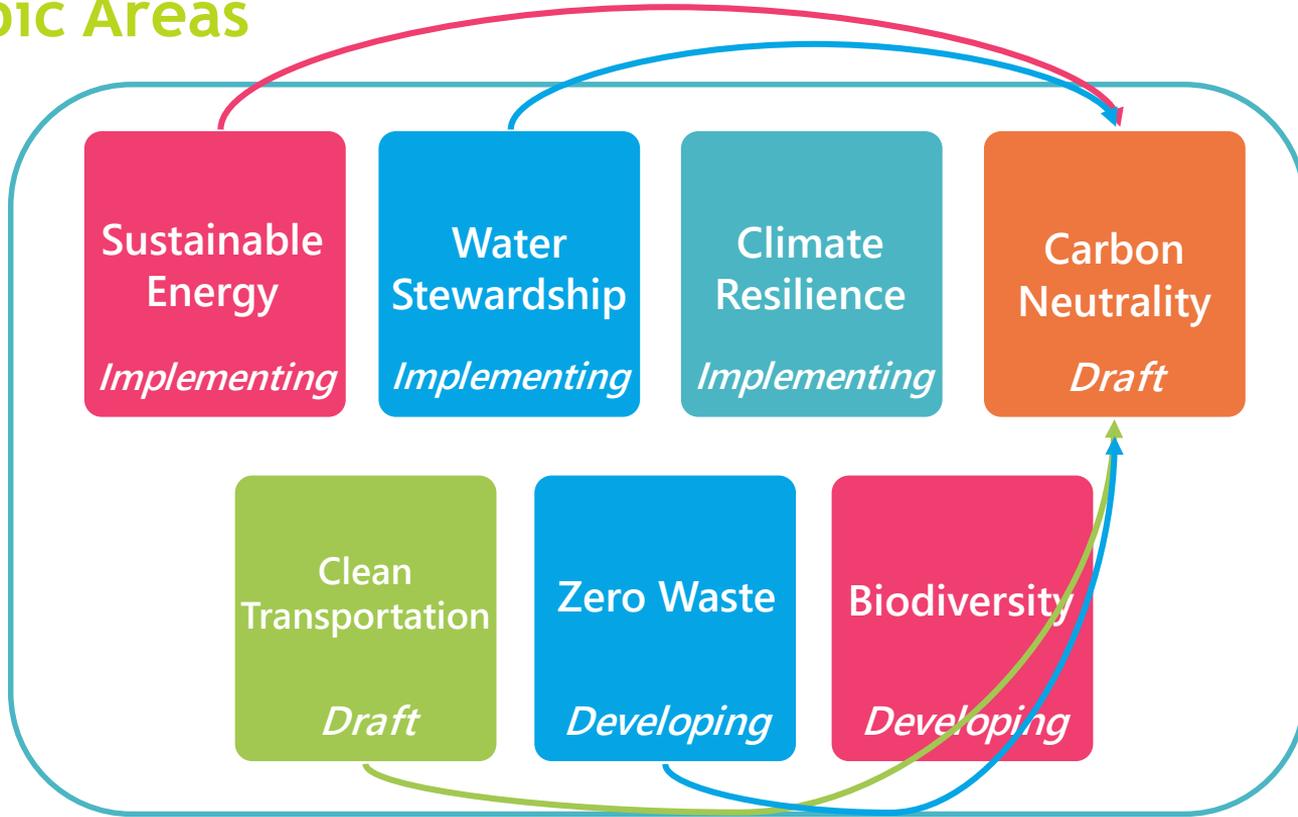
Manager, Environmental Affairs

**Brendan Reed**

Director, Planning & Environmental Affairs

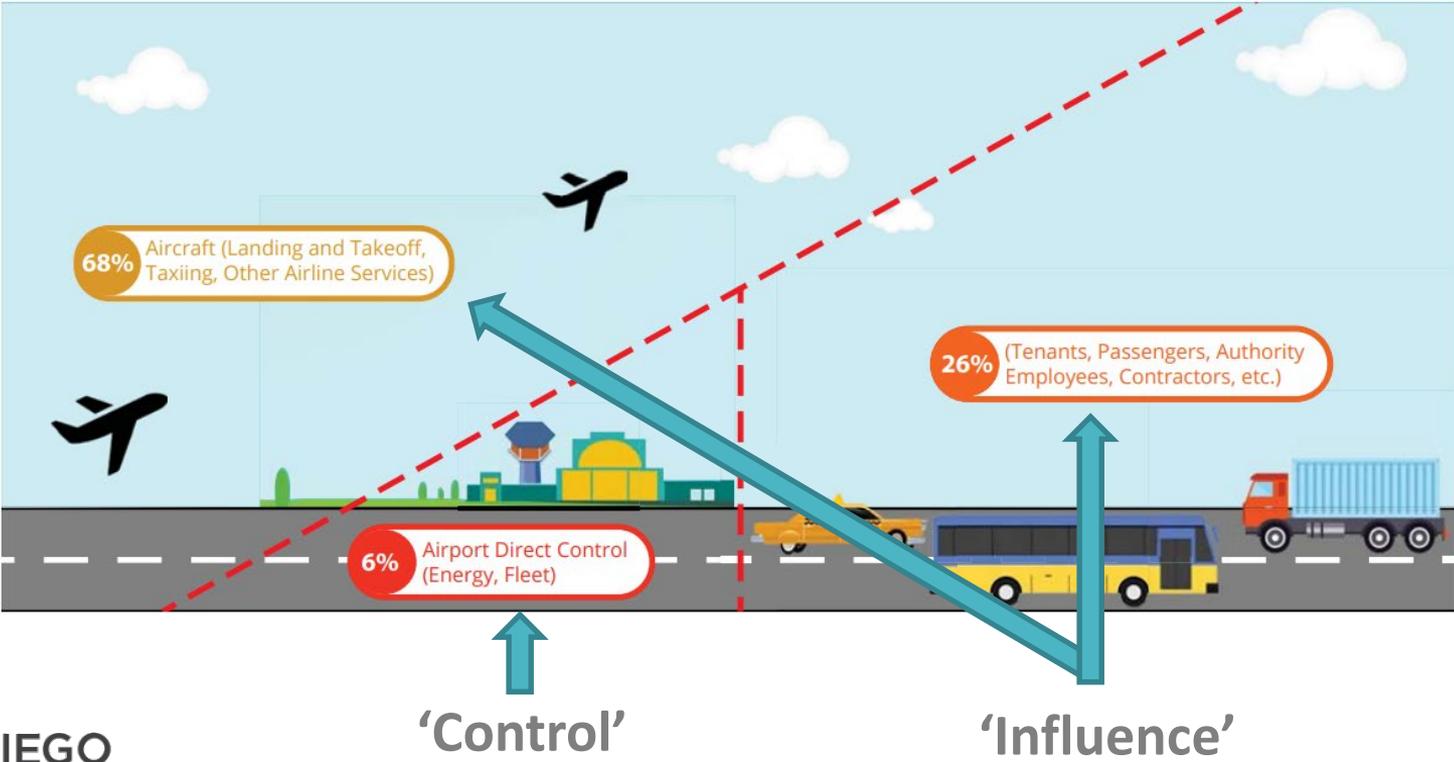
# Sustainability Management Planning

## Main Topic Areas

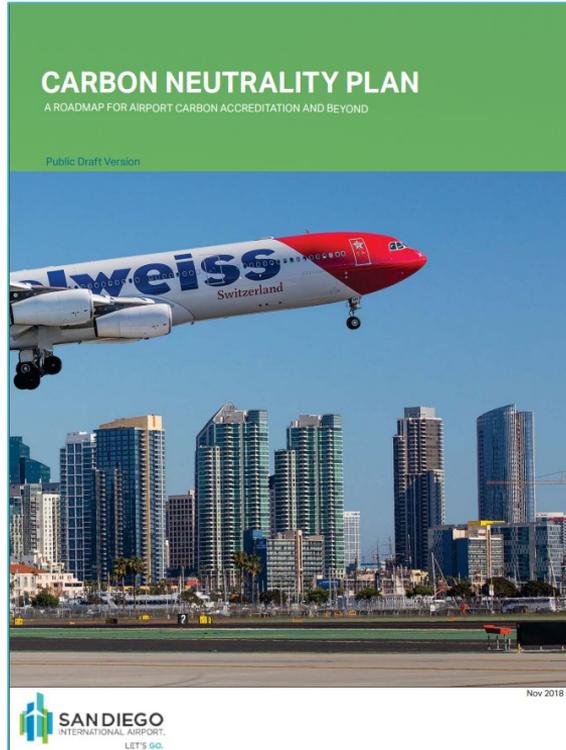


# Carbon Neutrality

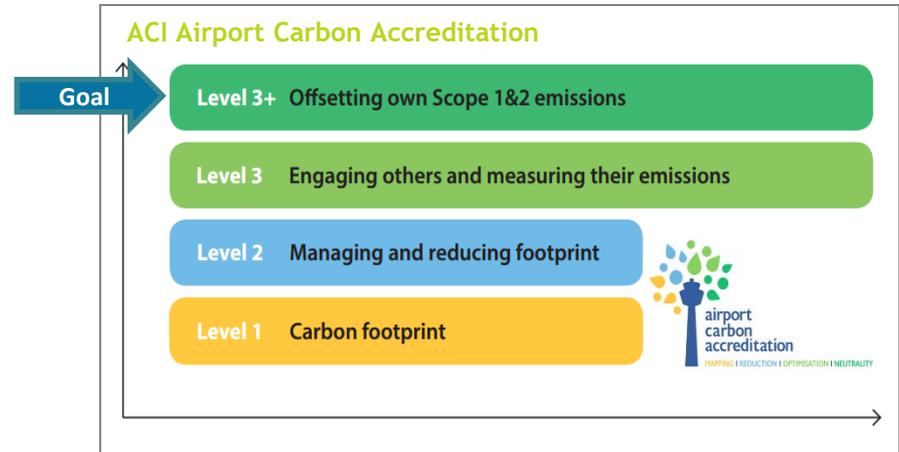
## Airport GHG Emission Sources (2017)



# Carbon Neutrality

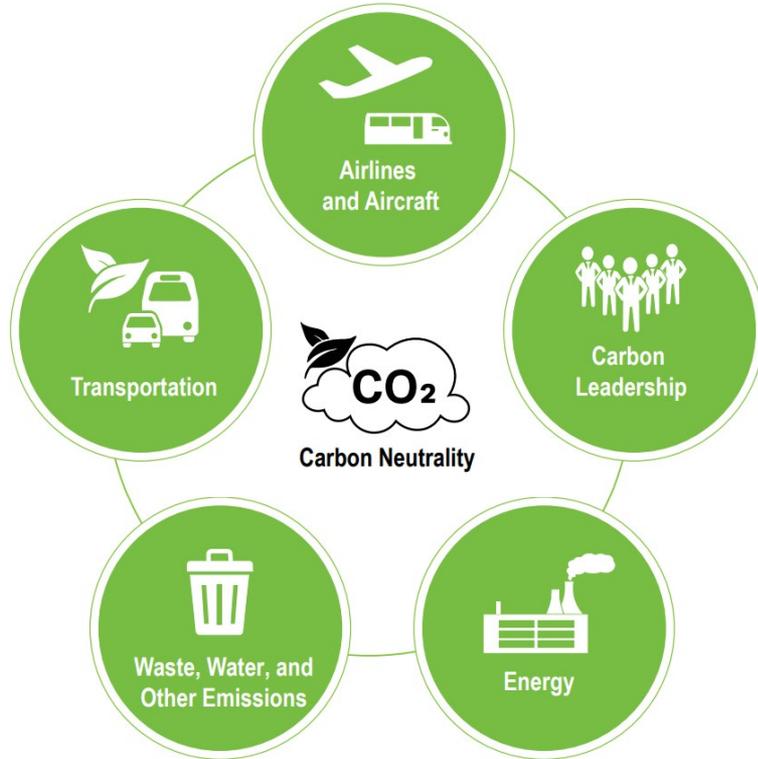


The CNP is a framework for **managing SAN’s air quality and greenhouse gas (GHG) emissions and achieving “Carbon Neutrality”** under the *Airport Carbon Accreditation* program



# Carbon Neutrality

## Focus Areas



### *Primary Goal #1*

**Minimize Authority's Direct GHG Emissions**

- 80% below 2015 levels by 2035

### *Primary Goal #2*

**Minimize Authority's Direct AQ Emissions**

- 100% alternative fuel stationary sources by 2035

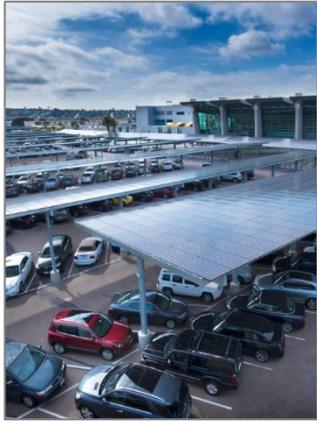
### *Primary Goal #3*

**Assist Partners in Minimizing Airport-Wide Emissions**

- 30% below 2015 per passenger levels by 2035

# Carbon Neutrality

## Examples of Potential Strategies



**Onsite Renewable  
Electricity & Batteries**  
[Strategic Energy Plan]



**High-Performance  
Facilities**  
[Strategic Energy Plan]



**Support Sustainable  
Aviation Fuel Use**

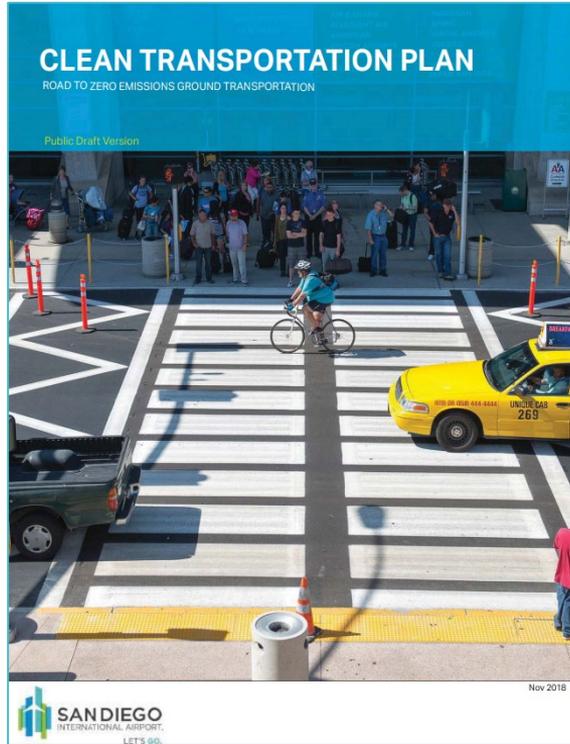


**Improve Airfield  
Efficiency**



**Reduce Potable  
Water Use**  
[Water Stewardship Plan]

# Clean Transportation



The CTP is a framework for managing all **ground transportation emission sources**, including all vehicles and equipment accessing and operating at the Airport.



# Clean Transportation

## Focus Areas



### *Primary Goal #1*

#### **Transition Authority Fleet to Zero Emissions**

- 100% of vehicles & equipment by 2035

### *Primary Goal #2*

#### **Provide Infrastructure for 'Clean' Vehicles**

- 50% of parking designated or EV-ready by 2035

### *Primary Goal #3*

#### **Minimize Impacts of Taxis, Shuttles, & TNCs**

- Average fleet GHG rating of 10 by 2030

### *Primary Goal #4*

#### **Promote Transit & Other 'Clean' Modes**

- 15% sustainable mode share by 2035

### *Primary Goal #5*

#### **Support Tenant Emissions Reductions**

- 100% 'clean' fleet by 2035

# Clean Transportation

## Examples of Potential Strategies



**Expand EV Charging  
& Parking**



**Electrify Authority  
Vehicles**



**Enhance Bus  
Route 992  
[Airport Transit Plan]**



**Increase Bike Storage  
for Employees**

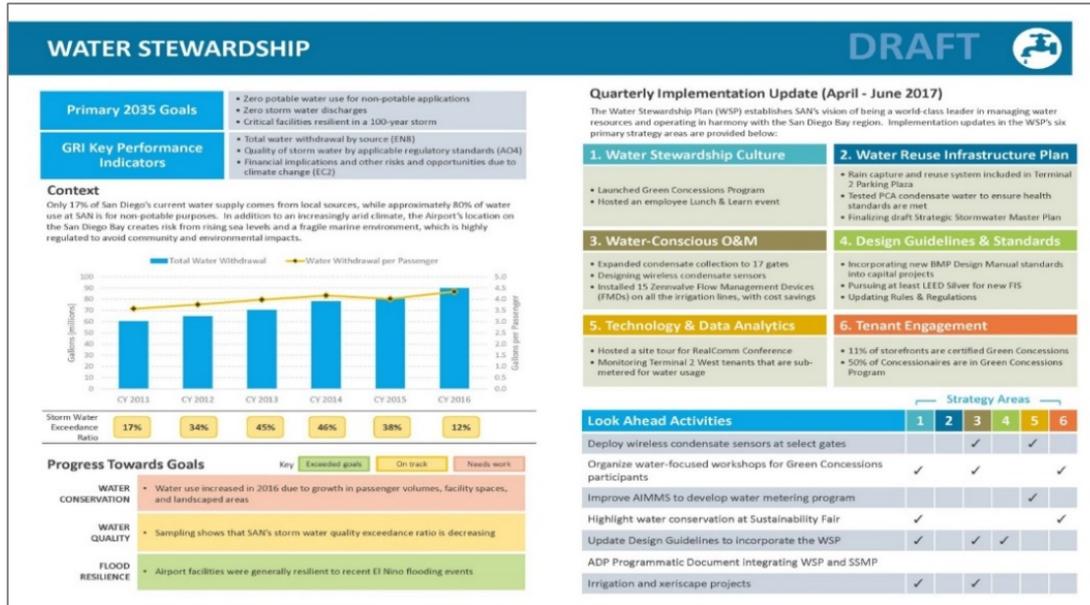


**ParkSmart  
Certification**

# Next Steps

Track implementation progress

Refine plans, as needed



# Questions?



[www.san.org/green](http://www.san.org/green)

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## STAFF REPORT

Meeting Date: **SEPTEMBER 5, 2019**

### Subject:

**Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority**

### Recommendation:

For information only.

### Background/Justification:

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting. Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of policies 3.30 and 3.40

### Fiscal Impact:

Funds for Business and Travel Expenses are included in the FY 2018-2019 Budget.

### Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/AUTHORITY CLERK

# **TRAVEL REQUEST**

**KIM BECKER**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: Executive, BU6  
Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 08/12/19 DATE OF DEPARTURE/RETURN: 10/10/19 / 10/11/19

DESTINATION / BUSINESS PURPOSE:

Destination: Minneapolis, MN Business Purpose: Sun Country Airlines – Air Service Development Meeting

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ <u>500.00</u>
• Rental Car	\$ <u>          </u>
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ <u>          </u>
B. Lodging	\$ <u>275.00</u>
C. Meals and Incidental Expenses (Per Diem)	\$ <u>150.00</u>
D. Seminar and Conference Fees	\$ <u>          </u>
E. Entertainment	\$ <u>          </u>
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>1025.00</u>

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Kimberly J. Becker Date: 8/14/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, certify that this document was approved  
(Name of Clerk)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Meeting Date)

## Casey Diane

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**From:** D'Amico Brian  
**Sent:** Monday, August 12, 2019 10:18 AM  
**To:** Casey Diane  
**Cc:** Brown Hampton; Platt Robyn  
**Subject:** Sun Country HQ Meeting

Hi Diane,

The air service team is planning a headquarters meeting with Sun Country Airlines in Minneapolis on the morning of Friday, October 11<sup>th</sup>. We would be flying up the day before on Thursday, October 10<sup>th</sup> and returning the evening of Friday, October 11<sup>th</sup>. Letting you know in case Kim has interest and is available to put a placeholder there.

Thanks,  
Brian

**Brian D'Amico**  
**Program Manager | Air Service Development**  
T 619.400.2872  
[bdamico@san.org](mailto:bdamico@san.org)



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: BU6  
 Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 07/31/19 DATE OF DEPARTURE/RETURN: 10/17/19 / 10/20/19

DESTINATION / BUSINESS PURPOSE:

Destination: Philadelphia, PA Business Purpose: Executive Women in Aviation - Annual Meeting

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:		
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$	<u>419.00</u>
• Rental Car	\$	
• Other Transportation (Taxi, TNC, Train, Bus)	\$	<u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$	
B. Lodging	\$	<u>855.00</u>
C. Meals and Incidental Expenses (Per Diem)	\$	<u>200.00</u>
D. Seminar and Conference Fees	\$	
E. Entertainment	\$	
TOTAL PROJECTED TRAVEL EXPENSES	\$	<u>1574.00</u>

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Kimberly J. Becker Date: 8/1/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, certify that this document was approved  
 (Name of Clerk)  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Meeting Date)



# *Executive Women in Airports*

## *Annual Event*

Philadelphia, PA

October 18-20, 2019

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**Thursday, Oct 17**

Arrivals into Philadelphia International Airport

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**Friday, Oct 18**

Event Registration – Sofitel Philadelphia at Rittenhouse Square

Working Continental Breakfast and Open Discussion on Current Aviation Issues *(Sponsored by PHL)*

Lunch on your own

Team Bonding Activity

Reception & Dinner – Rodin Museum

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**Saturday, Oct 19**

Working Breakfast *(Sponsored by PHL)*

- Philadelphia Branding Exercise

Team Building Event

Lunch on your own

Dinner and Group Discussion – Sofitel Philadelphia at Rittenhouse Square

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**Sunday, Oct 20**

Continental Breakfast *(Sponsored by PHL)*

Departures to Philadelphia International Airport

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: BU6  
 Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 07/31/19 DATE OF DEPARTURE/RETURN: 10/20/19 / 10/25/19

DESTINATION / BUSINESS PURPOSE:

Destination: Germany (Frankfurt & Munich) Business Purpose: SD World Trade Center - Trade Mission to Germany

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

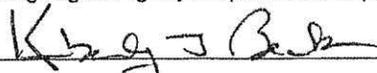
A. Transportation Costs:	
• Airfare <input checked="" type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>10000.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ _____
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>1200.00</u>
C. Meals and Incidental Expenses ( <i>Per Diem</i> )	\$ _____
D. Seminar and Conference Fees	\$ <u>3650.00</u>
E. Entertainment	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSES</b>	<b>\$ <u>14850.00</u></b>

NOTE: Conference registration fee includes transportation and meals.

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: 8/2/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature:  Date: 8/5/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, certify that this document was approved  
(Name of Clerk)  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
(Meeting Date)

T 619.400.2445 | M 609.440.7479  
[dcasey@san.org](mailto:dcasey@san.org)



---

**From:** Nikia Clarke <[nc@sandiegobusiness.org](mailto:nc@sandiegobusiness.org)>  
**Sent:** Monday, July 22, 2019 4:47 PM  
**To:** Nikia Clarke <[nc@sandiegobusiness.org](mailto:nc@sandiegobusiness.org)>  
**Cc:** Itzel Moncada <[im@sandiegobusiness.org](mailto:im@sandiegobusiness.org)>; Jesse Gipe <[jg@sandiegobusiness.org](mailto:jg@sandiegobusiness.org)>  
**Subject:** Register Now: WTCSD Trade Mission to Germany

Dear #SDinGermany delegates,

Thank you confirming your participation in WTC San Diego's 2019 trade mission to Frankfurt and Munich **October 21st - 25th 2019**. You will be joining a cross-sector group of approximately 25 academic, industry and public sector leaders—including Congressman Scott Peters—for an action packed four days. We will be exploring existing partnerships and new opportunities in fintech, intelligent mobility, and precision health.

Many thanks to **Cubic Transportation Systems** and **Lufthansa** for partnering with us as underwriters of this effort to tell the region's innovation story in a market that is increasingly vital to San Diego's competitiveness. For those of you who have requested sponsorship information, please find that attached, and note that *all sponsorships include a discounted registration rate*.

**Please complete your registration by August 5<sup>th</sup>**, and mark your calendars for a trade mission kickoff event here in San Diego on Monday Sept 16<sup>th</sup>. Don't hesitate to reach out with any questions, and we will be in touch with additional updates as we get closer.

We are looking forward very much to welcoming you to Germany for what promises to be another productive and impactful journey.

All my best,  
Nikia

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#### Registration Information

We have set up a registration portal through Eventbrite that we will need each of you to complete by **August 5th**. Once we receive payment, your spot is officially reserved.

**To register, click [here](#).**

Access code for EDC Investors (\$3,900): **DELEGATE**

Access code for non-EDC Investors (\$3,650): **EDCINVESTOR**

*\*Cancellation Policy: Partial refund of 75%, up until September 1. No refunds will be issued after August 20.*

The registration fee does not include lodging and air travel, but does include transportation within Germany, meals and all programming. We have negotiated discounted room blocks and have secured discounted nonstop flights with our program sponsor Lufthansa. More information will be provided via the registration portal, but once you complete your registration, a representative from Lufthansa will reach out directly to secure your flight. Lodging will need to be booked directly at the following two hotels.

#### Lodging Information

We have secured a room block at the Villa Kennedy (Frankfurt) and The Charles Hotel (Munich). Please make your reservations **no later than Monday, September 9 to guarantee a spot in the room block.**

**Villa Kennedy**

Block room rate: €250 per night, 2 nights

Monday October 21- Wednesday, October 23

Frankfurt, Germany  
Reservations: use code "San Diego"  
call: +49 (0) 69 717 121 430 or  
email: [reservations.villakennedy@roccofortehotels.com](mailto:reservations.villakennedy@roccofortehotels.com)

**The Charles Hotel**

Block room rate: €250 per night, 2 nights  
Wednesday, October 23- Friday, October 25  
Munich, Germany  
Reservations: use code "San Diego"  
call: +49 (0) 89 544 555 1430 or  
email: [reservations.charles@roccofortehotels.com](mailto:reservations.charles@roccofortehotels.com)

While you are welcome to make different accommodations, please note that travel to and from the events will take place from these venues.

**Flight Information**

- Departing flight: San Diego -> Frankfurt | Sunday, October 20 to Monday, October 21 -
- Returning flight: Munich -> Denver -> San Diego (1 stop) | Friday, October 25

After you register via Eventbrite, a Lufthansa representative will reach out to you directly to secure your flight at a discounted rate.

Please contact Itzel Moncada at [im@sandiegobusiness.org](mailto:im@sandiegobusiness.org) or 619-615-2957 with any questions on logistics.

**Nikia Clarke, Ph.D.**

Executive Director, World Trade Center San Diego  
Vice President, Economic Development

**San Diego Regional EDC** |   

d | 619 615 2969

c | 858 935 0657

530 B Street • Suite 700 • San Diego, CA 92101



Join us for [SD: Life. Changing. Summer Bash](#) on Aug. 1

## Casey Diane

---

**From:** Itzel Moncada <im@sandiegobusiness.org>  
**Sent:** Wednesday, July 24, 2019 5:35 PM  
**To:** Casey Diane  
**Cc:** Nikia Clarke; Jesse Gipe  
**Subject:** RE: Register Now: WTCSD Trade Mission to Germany  
**Attachments:** Germany Trade Mission Overview-V4 - Ext.pdf

Hi Diane,

Thank you very much for contacting us. Please find attached the latest version of the agenda for the Trade Mission, we will be sending out updated agendas as soon as we are able. Please click [here](#) to register Ms. Becker, and remember to use code "EDCINVESTOR" for a discount.

### Itinerary Overview

Sunday , October 20: Depart San Diego  
Monday, October 21: Arrive in Frankfurt, Germany  
Tuesday, October 22: Program Day 1: Frankfurt, Germany  
Wednesday, October 23: Program Day 2: Frankfurt transfer to Munich  
Thursday, October 24: Program Day 3: Munich, Germany  
Friday, October 25: Depart from Munich to San Diego

Please feel free to contact me with any questions. Great to e-meet you!

Itzel Moncada | Coordinator, World Trade Center San Diego

[San Diego Regional EDC](#) |   

d| 619 615 2957

530 B Street • Suite 700 • San Diego, CA 92101



**WORLD TRADE CENTER**  
SAN DIEGO

---

**From:** Casey Diane [mailto:dcasey@san.org]  
**Sent:** Wednesday, July 24, 2019 10:25 AM  
**To:** Nikia Clarke <nc@sandiegobusiness.org>  
**Subject:** RE: Register Now: WTCSD Trade Mission to Germany  
**Importance:** High

Hi Nikia,

Do you have an agenda for the Trade Mission? Kim would like to review the schedule in order to make appropriate travel and meeting arrangements.

Thanks and take care, Di

**Diane Casey**  
**Executive Assistant**  
**Executive Office**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: Executive, BU6  
Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 08/12/19 DATE OF DEPARTURE/RETURN: 11/14/19 / 11/15/19

DESTINATION / BUSINESS PURPOSE:

Destination: San Francisco, CA Business Purpose: CAC Board Meeting

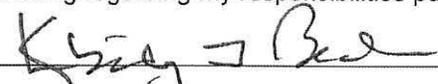
PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ <u>550.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>275.00</u>
C. Meals and Incidental Expenses ( <u>Per Diem</u> )	\$ <u>100.00</u>
D. Seminar and Conference Fees	\$ _____
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>1025.00</u>

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: 8/14/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, certify that this document was approved  
(Name of Clerk)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Meeting Date)

## Casey Diane

---

**From:** Lina Bernal <lbernal@calstrat.com>  
**Sent:** Friday, January 4, 2019 3:41 PM  
**To:** Casey Diane  
**Subject:** RE: 2019 CAC Meeting Schedule

Hi Di,

Happy new year to you! I just returned to the office yesterday, so my apologies for the belated reply.

I have tentative dates for 2019. We had to wait until ACI-NA/AAAE rescheduled the Washington, DC trip that's normally in mid-March, and the dates below haven't been reviewed by the Executive Committee. But please let me know if there are any conflicts:

Wednesday and Thursday, April 3-4 (Sacramento) *BOARD mtg*

Thursday and Friday, August 8-9 (location tbd) *ok*

Wednesday and Thursday, November ~~13-14~~ (location tbd) *ok*

*14-15 SFO*

Thanks, and have a great weekend!

Lina

---

**From:** Casey Diane <dcasey@san.org>  
**Sent:** Thursday, December 27, 2018 7:42 AM  
**To:** Lina Bernal <lbernal@calstrat.com>  
**Subject:** 2019 CAC Meeting Schedule

Good Morning Lina,

I hope you had a wonderful Christmas with your family and wonderful things happen for you in 2019!

I was wondering if you have a tentative schedule for Board meetings in 2019? I would love to get those on Kim's calendar (I can't believe how many meetings and conferences there are already scheduled for 2019).

Thanks and take care, Di



**Diane Casey**  
**Executive Assistant | Executive Office**  
San Diego County Regional Airport Authority  
T 619.400.2445 | M 609.440.7479  
[dcasey@san.org](mailto:dcasey@san.org)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: Executive, BU6  
Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 08/12/19 DATE OF DEPARTURE/RETURN: 12/04/19 / 12/06/19

DESTINATION / BUSINESS PURPOSE:

Destination: Washington, DC Business Purpose: 2019 ACI-NA International Aviation Issues Seminar

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>700.00</u>
• Rental Car	\$ _____
• Other Transportation ( <i>Taxi, TNC, Train, Bus</i> )	\$ <u>150.00</u>
• Auto ( <i>Gas, Parking/Tolls, Mileage</i> )	\$ _____
B. Lodging	\$ <u>550.00</u>
C. Meals and Incidental Expenses ( <i>Per Diem</i> )	\$ <u>225.00</u>
D. Seminar and Conference Fees	\$ <u>575.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2200.00</u>

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Kimberly J. Becker Date: 8/14/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, certify that this document was approved  
(Name of Clerk)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Meeting Date)



# 2019 International Aviation Issues Seminar

December 5 - 6  
The Mayflower Hotel  
Washington, DC

[REGISTER NOW](#)

Early Bird Registration (Until November 1)  
Regular Registration (After November 1)

[EVENT](#)   [REGISTER](#)   [HOTEL](#)   [SPONSOR](#)

Learn the latest developments in international air travel and trade with your fellow airport and airline management colleagues, from navigating air transport and facilitation policies and procedures to the best tactics for securing and retaining international air service.

The seminar will also feature the ACI-NA Annual Industry Holiday Reception. In addition, there will be an ACI-NA U.S. International Air Service Program business meeting and ACI-NA Facilitation Committee business meeting.

## Who Should Attend

Any professional interested in learning about aviation trends or meeting industry leaders, including:

- Airport Operators/Managers
- Customer Service Representatives
- Business Development Professionals
- Air Service Development Representatives/Consultants

© 2019 Airports Council International - North America  
1615 L Street NW, Suite 300 / Washington, DC 20036  
Phone 202-293-8500 / Fax 202-331-1362



# 2019 International Aviation Issues Seminar

December 5 - 6  
 The Mayflower Hotel  
 Washington, DC

[REGISTER NOW](#)

Early Bird Registration (Until November 1)  
 Regular Registration (After November 1)

[EVENT](#)    [REGISTER](#)    [HOTEL](#)    [SPONSOR](#)

## Registration Information

<b>Early-Bird Registration (Until November 1)</b>	<b>Regular Registration (After November 1)</b>
ACI-NA Member: \$575 USD	ACI-NA Member: \$675 USD
Non-Member: \$800 USD	Non-Member: \$900 USD
Federal Gov't: \$450 USD	Federal Gov't: \$450 USD

© 2019 Airports Council International - North America  
 1615 L Street NW, Suite 300 / Washington, DC 20036  
 Phone 202-293-8500 / Fax 202-331-1362

**G. COX**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

**TRAVELER INFORMATION:**

Traveler Name: Greg Cox Department: Board Office  
 Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 7/22/19 DATE OF DEPARTURE/RETURN: 9/22/19 / 9/25/19

**DESTINATION / BUSINESS PURPOSE:**

Destination: Washington D.C. Business Purpose: Attending S.D. Chamber "Mission to Washington DC"

**PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:**

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ 750.00
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ 150.00
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ 1,500.00
C. Meals and Incidental Expenses (Per Diem)	\$ 305.00
D. Seminar and Conference Fees	\$ n/a
E. Entertainment	\$
<b>TOTAL PROJECTED TRAVEL EXPENSES</b>	<b>\$ 2,705.00</b>

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Greg Cox Date: 7/23/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: [Signature] Date: 7/24/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, MARINA MORALES, Asst. Authority Clerk I, certify that this document was approved  
(Name of Clerk)  
 by the Executive Committee at its August 26, 2019 meeting.  
(Meeting Date)

« All Events (<https://sdchamber.org/events/>)

## 2019 MISSION TO WASHINGTON D.C.

September 22 - September 25

*Apply Now | Important Deadlines | Pre-Trip Orientation | Itinerary | Hotel Flights | Sponsorship | Cancellation Policy*



Join the largest binational delegation to Washington, D.C. to voice your business needs and collaborate with San Diego's business leaders while meeting with the nation's top legislators and policy officials.

Attendees will have the unique opportunity to:

- Participate in high-level meetings with U.S. administration officials and agencies, such as Department of Transportation, U.S. Customs & Border Protection, Department of State, Housing & Urban Development and many others
- Gain access to our country's key decision makers and advocate for local and regional issues important to business growth and creation of jobs in the Cali-Baja region
- Network and make invaluable connections with elected officials on the local, state and federal level, as well as other community members

### EVENT DETAILS

Date & Time: Sunday, September 22 (7:00 PM) – Wednesday, September 25 (12:00 PM), 2019

Location: W Hotel Washington D.C. | 515 15th St NW, Washington, DC 20004

Event Contact: Lisa Kelley | Ph: 619-544-1343 | Email: [lkelly@sdchamber.org](mailto:lkelly@sdchamber.org)  
(<mailto:lkelly@sdchamber.org>)

*Para obtener información sobre cómo asistir "Misión a Washington DC" favor de comunicarse con Kenia: [kzamarripa@sdchamber.org](mailto:kzamarripa@sdchamber.org) (mailto:kzamarripa@sdchamber.org).*

## IMPORTANT DATES & DEADLINES

- August 30 – Hotel room block closes at 6:00 PM
- September 6 – Last day to register without late fees
- September 18 – Pre-trip orientation for delegates at 10:00 AM at the Chamber office
- September 18 – Last day to submit an application for the trip

## PRE-TRIP MEETING

Delegates are invited to attend the pre-trip meeting to receive full information and updates on the trip:

WEDNESDAY, SEPTEMBER 18 | 10:00 – 11:00 AM

Location: Chamber Office, 402 W Broadway, Ste. 1000, San Diego 92101

(<https://www.google.com/maps/dir//402+W+Broadway+%231000,+San+Diego,+CA+92101/@32.7162428,-117.1691516,17z/data=!4m16!1m7!3m6!1s0x80d954a979e0e74f:0x532e042dd4bacabb!2s402+W+Broadway+%231000,+San+Diego,+CA+92101!3b1!8m2!3d32.7162428!4d-117.1669629!4m7!1m0!1m5!1m1!1s0x80d954a979e0e74f:0x532e042dd4bacabb!2m2!1d-117.1669629!2d32.7162428>)

## WHY ATTEND?

Not sure if the D.C. delegation is right for you? Read what our past delegates had to say about the trip's impact on their business:

"Effective communication is key to successfully delivering a unique binational project like Cross Border Xpress – the only border crossing of its kind in the world.

During the Chamber's delegation trips to Washington D.C., we were able to meet directly with leadership of several federal agencies that all had a role in the project, bringing the Cali-Baja perspective to decision makers 3,000 miles away.

It was great to have the backing of the Chamber and a unified voice of business leaders supporting the CBX and standing with us."



Stephanie Saathoff  
President, The Clay Company  
CBX Consulting Team Member

"The decisions made in Washington D.C. have a big impact on Baja economic dynamics. Joining the Chamber's delegation trip gives us the opportunity to make face-to-face connections with the policy makers influencing those decisions and remind them what's important to advancing our binational region's economic potential.

Being able to discuss issues directly with leadership is extremely valuable in ensuring the Baja business community's voice is heard."



**Gabriel Camarena Salinas**  
Executive President, Consejo de Desarrollo Económico de Tijuana

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"The Chamber's delegation trips to D.C. provide 2-1-1 San Diego, along with our partners throughout the region, the platform to have a collective voice on national issues that have an impact at a local level.

For us at 2-1-1, we've had the opportunity to sit face-to-face with leaders from various Congressional offices and agencies to talk about issues facing our sector and those we serve, in areas such as the military and veteran landscape, workforce development, housing, health and social services, and technology. This results in a unique opportunity to bring together our social and government sectors and provide collective solutions to systematic issues.

Understanding the importance of the whole community working together locally and nationally to solve important issues, it was priceless to have the support and guidance from the Chamber, its board, and members."



**Meg Storer**  
Vice President of Community & Government Relations  
2-1-1 San Diego

## TRIP ITINERARY

We are still in the process of developing the agenda. For your traveling purposes, please plan to arrive in D.C. before the Welcome Reception on Sunday, 09/22 at 7:00 PM. The last meeting will end at around 10:00 AM on Wednesday, 9/25.

Click here (<https://sdchamber.org/wp-content/uploads/2016/02/DRAFT-Agenda-Delegates-2.pdf>) to view last year's trip itinerary.

## HOTEL INFORMATION

W Hotel Washington D.C. (<https://www.marriott.com/event-reservations/reservation-link.mi?id=1546022106883&key=GRP&app=resvlink>)

We have secured a special room rate of \$349++ per night for standard rooms from September 22 to 25. Click here (<https://www.marriott.com/event-reservations/reservation-link.mi?id=1546022106883&key=GRP&app=resvlink>) to reserve online. If you wish to book additional room nights, please book the nights available via the link then contact Jennifer Ponticaccia (mailto: [jennifer.ponticaccia1@whotels.com](mailto:jennifer.ponticaccia1@whotels.com)) to request for additional nights.

Reservations must be made by 6:00 pm (PST), Friday, August 30, 2019. After that date, the hotel will confirm reservations based on availability at the current rate.

## FLYING TO D.C.

### Airports:

- Ronald Reagan Washington National Airport – DCA  
4.3 miles to hotel | Estimated taxi fare: \$20 (one way)
- Washington Dulles International Airport – IAD  
26.5 miles to hotel | Estimated taxi fare: \$60 (one way)
- Baltimore/Washington International Thurgood Marshall Airport – BWI  
34 miles to hotel | Estimated taxi fare: \$90 (one way)

Southwest Airlines, among others, offers nonstop flights to BWI Airport, which is a 45-minute drive to D.C. For those who prefer to arrive closer to the hotel – DCA Airport is a 15-minute drive to the hotel, but may not have nonstop flights.

Most delegates arrive in the afternoon on Sunday, 9/22, prior to the Welcome Reception at 7:00 PM and fly out the afternoon of Wednesday, 9/25.

### Recommended Flight Options:

Sunday: SAN – BWI

Southwest #4672 (6:20 AM – 2:25 PM)

SAN – IAD

United Airlines #546 (3:00 AM – 3:51 PM)

Wednesday: BWI – SAN

Southwest #830 (11:35 AM – 2:00 PM)

Southwest #1703/1852 (4:50 PM – 8:35 PM)

IAD – SAN

United Airlines #231 (12:35 PM – 2:49 PM)

## THANK YOU SPONSORS



Numerous sponsorship opportunities are available for this event. See our sponsorship package here (</wp-content/uploads/2016/02/Sponsorship-Package-compressed-1.pdf>), and contact Sherman Stocker at [sstocker@sdchamber.org](mailto:sstocker@sdchamber.org) (<mailto:sstocker@sdchamber.org>) or (619) 544-1354 for information.

## APPLICATION & FEES

The participation fees below do not include hotel or airfare. Fees include hosted events and meetings.

Applications submitted by 7/26/19:

Chamber members: \$1,800

Additional attendee or spouse/companion: \$1,300

Non-members: \$2,800

Between 7/27/19 – 9/6/19:

Chamber members: \$2,300

Additional attendee or spouse/companion: \$1,300

Non-members: \$2,800

Between 09/7/19 – 09/18/19:

All applicants: \$3200

APPLICATIONS CLOSE AT 6:00 PM ON WEDNESDAY, SEPTEMBER 18, 2019.

APPLY NOW!

([HTTP://WWW.CVENT.COM/D/76QZ0D/4W](http://www.cvent.com/D/76QZ0D/4W))

## CANCELLATION POLICY

- If canceled by September 6, 100% of the registration fee will be refunded.
- If canceled between September 7 – 13, 75% of the registration fee will be refunded.
- If canceled after September 13, 50% of the registration fee will be refunded.

*To request a cancellation, please send an email to [ktran@sdchamber.org](mailto:ktran@sdchamber.org) (<mailto:ktran@sdchamber.org>).*

GOOGLE CALENDAR (HTTPS://WWW.GOOGLE.COM/CALENDAR/EVENT?ACTION=TEMPLATE&TEXT=2019+MISSION+TO+WASHINGTON+D.C.&DATES=20190922/20190925&DETAILS=APPLY+NOW%2%A0%7C%2%A0IMPORTANT+DEADLINES%2%A0%7C%2%A0PRE-TRIP+ORIENTATION%2%A0%7C%2%A0ITINERARY%2%A0%7C%2%A0HOTEL%0AFLIGHTS%2%A0%7C%2%A0SPONSORSHIP%2%A0%7C%2%A0CANCELLATION+POLICY+%0A%0A+++%0A+++%0A++++%0A++++%0A++++%0A+++%0A%0AJOIN+THE+LARGEST+BINATIONAL+DELEGATION+TO+WASHINGTON%2C+D.C.+TO+VOICE+YOUR+BUSINESS%2%A0NEEDS+AND%2%A0COLLABORATE+WITH+SAN+DIEGO%25%23%21%7%3B+BUSINESS+LEADERS+WHILE+MEETING+WITH+THE+NATION%25%23%21%7%3B+TOP+LEGISLATORS+AND+POLICY+OFFICIALS.+%0AATTENDEES+WILL+HAVE+THE+UNIQUE+OPPORTUNITY+TO%3A+%0A%0APARTICIPATE+IN+HIGH-LEVEL+MEETINGS+WITH+U.S.+ADMINISTRATION+OFFICIALS+AND+AGENCIES%2C+SUCH+AS+DEPARTMENT+OF+TRANSPORTATION%2C+U.S.+CUSTOMS+%25%3B+3B+3BORDER+PROTECTION%2C+DEPARTMENT+OF+STATE%2C+HOUSING+%25AMP%3B+URBAN+DEVELOPMENT+AND+MANY+OTHERS%0AGAIN+ACCESS+TO+OUR+COUNTRY%2%30%995+KEY+DECISION+MAKERS+AND+ADVOCATE+FOR+LOCAL+AND+REGIONAL+ISSUES+IMPORTANT+TO+BUSINESS+GROWTH+AND+CREATION+OF+JOBS+IN+THE+BAJA+REGION%0ANETWORK+AND+MAKE+INVALUABLE+CONNECTIONS%2%A0WITH+ELECTED+OFFICIALS+ON+THE+LOCAL%2C+STATE+AND+FEDERAL+LEVEL%2C+AS+WELL+AS+OTHER+COMMUNITY+MEMBERS%0A%0A%0AEVENT+DETAILS%0A%0ADATE+%2BVIEW+FULL+EVENT+DESCRIPTION+HERE%3A+HTTPS%3A%2FSDCHAMBER.ORG%2FEVENT%2FDC2019%2F%23&LOCATION&TRP=FALSE&PROP=WEBSITE:HTTPS://SDCHAMBER.ORG&CTZ=AMERICA%2FLOS\_ANGELES

ICAL EXPORT (HTTPS://SDCHAMBER.ORG/EVENT/DC2019/?ICAL=1&TRIBE\_DISPLAY=)

**Details**

**Start:**  
September 22 (2019-09-22)

**End:**  
September 25 (2019-09-25)

**Event Categories:**  
International  
(<https://sdchamber.org/events/category/international/>),  
Networking  
(<https://sdchamber.org/events/category/networking/>),  
Policy  
(<https://sdchamber.org/events/category/policy/>),  
Signature  
(<https://sdchamber.org/events/category/signature/>)

**Event Tags:**  
chamber  
(<https://sdchamber.org/tag/chamber/>),  
featured-chamber  
(<https://sdchamber.org/tag/featured-chamber/>)

**Organizer**

**Katie Tran**  
**Phone:**  
619.544.1370  
**Email:**  
ktran@sdchamber.org

**Related Events**

(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/2019-12-18/>)

Education & Workforce Development Roundtable  
(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/2019-12-18/>)

December 13  
Recurring Event (See all)  
(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/>)

(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2019-10-15/>)

Infrastructure, Housing & Land Use Committee  
(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2019-10-15/>)  
October 15

Recurring Event (See all)  
(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/>)



Business After Five Mixer with The Guild Hotel  
(<https://sdchamber.org/event/guildhotel/>)  
August 8 @ 5:30 pm - 7:30 pm

**A. GONZALEZ**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Amy Gonzalez Dept: 15  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 8/6/19 PLANNED DATE OF DEPARTURE/RETURN: 9/12/19 / 9/13/19

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip-- continue on extra sheets of paper as necessary):

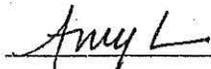
Destination: Seattle, WA Purpose: ABA Conference  
 Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>600.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>60.00</u>
B. LODGING	\$ <u>380.00</u>
C. MEALS	\$ <u>100.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ _____
E. ENTERTAINMENT (If applicable)	\$ _____
F. OTHER INCIDENTAL EXPENSES	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ _____</b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 8-6-2019

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

- By my signature below, I certify the following:
1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
  2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
  3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its \_\_\_\_\_ meeting.

(Leave blank and we will insert the meeting date.)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Amy Gonzalez Dept: 15

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

**2. DATE OF REQUEST:** 8/6/19 **PLANNED DATE OF DEPARTURE/RETURN:** 9/13/19 / 9/16/19

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Tampa, FL Purpose: ACI 2019 Annual Conference  
Explanation:

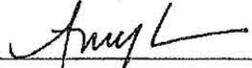
**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>850.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>60.00</u>
<b>B. LODGING</b>	<b>\$ <u>1,000.00</u></b>
<b>C. MEALS</b>	<b>\$ <u>350.00</u></b>
<b>D. SEMINAR AND CONFERENCE FEES</b>	<b>\$ _____</b>
<b>E. ENTERTAINMENT (If applicable)</b>	<b>\$ _____</b>
<b>F. OTHER INCIDENTAL EXPENSES</b>	<b>\$ _____</b>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ _____</b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 8-6-2019

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its \_\_\_\_\_ meeting.

(Leave blank and we will insert the meeting date.)

**LEE PARRAVANO**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: LEE M. PARRAVANO Department: 16  
 Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 8-13-2019 DATE OF DEPARTURE/RETURN: 10/18/2019 / 10/23/2019

DESTINATION / BUSINESS PURPOSE:

Destination: Las Vegas, NV / The Institute of Internal Auditors Business Purpose: Conference for professional education and training.  
 Additional Information: Conference dates are 10/21/19 – 10/23/19. Personal travel is from 10/18/19-10/20/19. Projected expenses below reflect Authority business only.

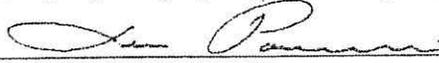
PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ 195.00
• Rental Car	\$ -
• Other Transportation (Taxi, TNC, Train, Bus)	\$ 30.00
• Auto (Gas, Parking/Tolls, Mileage)	\$ -
B. Lodging	\$ 615.00
C. Meals and Incidental Expenses (Per Diem)	\$ 130.00
D. Seminar and Conference Fees	\$ 1350.00
E. Entertainment	\$ -
TOTAL PROJECTED TRAVEL EXPENSES	\$ 2,320.00

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: 8/13/19

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature:  Date: 8/13/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, (Name of Clerk) certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting. (Meeting Date)

## Olinzock Suzanne

---

**From:** Holly Crowell <holly@aprilboling.com>  
**Sent:** Tuesday, August 13, 2019 3:23 PM  
**To:** Parravano Lee  
**Cc:** Olinzock Suzanne; Boling April  
**Subject:** RE: Out of Town Travel Request  
**Attachments:** 20190813143810.pdf

Signed copy attached.  
Thank you.

*Holly Crowell*

*C. April Boling, CPA  
7185 Navajo Road, Suite P  
San Diego, CA 92119  
619-713-6888 - Phone  
619-713-6891 - Fax*

---

**From:** April Boling <april@aprilboling.com>  
**Sent:** 08/13/2019 3:12 PM  
**To:** Parravano Lee <lparrava@san.org>  
**Cc:** Olinzock Suzanne <solinzoc@san.org>; Holly Crowell <holly@aprilboling.com>  
**Subject:** RE: Out of Town Travel Request

I will do that, but am looping in Holly. She handles these types of things...makes sure I sign, gets them back over to you, etcv.

---

**From:** Parravano Lee <lparrava@san.org>  
**Sent:** 08/13/2019 2:59 PM  
**To:** April Boling <april@aprilboling.com>  
**Cc:** Olinzock Suzanne <solinzoc@san.org>  
**Subject:** Out of Town Travel Request

April,  
Good afternoon.

An internal audit conference being held in October is providing for an early registration discount of \$200 if paid by August 26<sup>th</sup>. Because of time constraints, in order to attend at the reduced rate, I am requesting approval from you. Waiting until the next Executive Committee meeting would not allow for the reduced registration rate. Per Authority Policy, my pre-approval and reimbursement requests, if approved by you, would also be submitted to the Board Executive Committee at its next meeting. A determination to attend was not possible at the time of the last Executive Meeting July 1, 2019, because the full agenda was not yet available.

Attached are the relevant documents for your review. If you approve of this travel can you please sign the Out of Town Travel Request, at the bottom of the form, on the Administrator's Signature line and send it back to me.



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## Review your trip

### Trip Summary

Trip Total: **\$192<sup>60</sup>**

Rates are quoted in US dollars

26574 customers protected their flight in the last 7 days. Add flight protection when you check out.

**Sun, Oct 20** From **San Diego Intl. (SAN)**  
To **McCarran Intl. (LAS)**



6:54pm → 8:20pm 1h 26m, Nonstop  
SAN LAS

[Show flight and baggage fee details](#)

**Wed, Oct 23** From **McCarran Intl. (LAS)**  
To **San Diego Intl. (SAN)**



1:00pm → 2:22pm 1h 22m, Nonstop  
LAS SAN

[Show flight and baggage fee details](#)

[Change flights](#)

### Select your fare

Fare includes both departure and return flights for all travelers.



Please review and accept your reservation

**MGM GRAND HOTEL & CASINO**  
 3799 Las Vegas Blvd South, Las Vegas, NV 89109, UNITED STATES  
 MGM GRAND

[Search for a New Hotel](#)

ROOM INFORMATION

[Search for a New Room](#)



**GRAND KING**  
 1 Adult, 1 child

RATES

Check In: Sun Oct 26, 2019  
 Check Out: Wed Oct 29, 2019  
[Change Dates](#)

Rates are highlighted in yellow.

RESERVATION SUMMARY

Check In: SUN OCT 26 2019

Check Out: WED OCT 29 2019

Hotel:  
 MGM GRAND HOTEL & CASINO

Room: USD 437.00  
 GRAND KING  
 1 Adult, 1 child

Taxes & Fees USD 177.51

SUBTOTAL:  
 USD 614.51

SAVE & CONFIRM

PERSONAL INFORMATION

[Change Personal Information](#)

GUEST 1

LEE PARRAVANO  
 2722 Frank Ln  
 North Las Vegas, NV 89120  
 UNITED STATES

Age 27, 2019 - Age 27, 2019

Experience M life  
 Rewards  
 The ultimate way to earn  
 rewards!



PAYMENT INFORMATION

[Change Payment Information](#)

PAYMENT INFORMATION

CREDIT CARD  
 VISA

BILLING ADDRESS

LEE PARRAVANO  
 2722 Frank Ln  
 North Las Vegas, NV 89120  
 UNITED STATES

OTHER INFORMATION

[Change other information](#)

Accessible: No

POLICIES

ROOM POLICIES

10:00 AM - 12:00 PM

TAX POLICY

CANCEL POLICY

CHILDREN POLICY

## Meals & Incidentals (M&IE) Breakdown <sup>1</sup>

Use this table to find the following information for federal employee travel:

**M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

**Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

**First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

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Primary Destination <sup>1</sup>	County <sup>1</sup>	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel <sup>1</sup>
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Incline Village / Reno / Sparks	Washoe	\$66	\$16	\$17	\$28	\$5	\$49.50
Las Vegas <sup>2</sup>	Clark	\$61	\$14	\$16	\$26	\$5	\$45.75

### Projected meals and incidental expenses:

October 20, 2019 - Lunch + Dinner + Incidentals	\$47
October 21, 2019 - Dinner + Incidentals	\$31
October 22, 2019 - Dinner + Incidentals	\$31
October 23, 2019 - Lunch + Incidentals	\$21

**TOTAL \$130**

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MGM Grand / Las Vegas, NV

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HOTEL ROOM BOOK NOW

All Star 2019 sees the addition of two dedicated tracks for the gaming and hospitality industries, in addition to new keynote speakers and second appearances from top rated presenters from previous IIA events. This addition brings more value, to all attendees, by allowing networking and interaction with a larger variety of internal auditors from more industries.

This conference will deliver cutting-edge insights on issues impacting the internal audit environment now and in the future.

Who Should Attend?

IIA members and nonmembers at every level in their career will benefit from this unique blend of top-rated presentations from a year of stellar IIA Headquarters, International, and chapter conferences along with new insightful keynote presenters.

Go beyond processes and controls to explore the essential role internal audit can play within the organization by identifying enterprise-wide business efficiencies, providing strategic insights that improve business performance, and provoking insights that focus on the risks that matter.

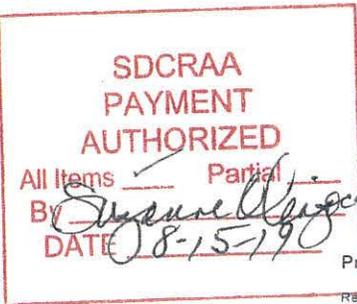
Our conference team is currently developing this world-class educational program. Please check back frequently for updates.

What's in it For You?

- Experience customized learning — Choose the sessions that matter most to you and your enterprise
- Interact face-to-face — Gain insights and share ideas with colleagues from a cross section of industries at this one-of-a-kind of event with in-demand, encore presentations
- Update your knowledge and skills — Earn valuable CPE credits, and leave prepared to take new techniques, tools and strategies home with you to help improve your job performance and meet stakeholder expectations.

What's in it For Your Organization?

- Exceptional value for your training dollars — Receive documentation from every session that can be shared with colleagues
- Access to industry experts — Top-ranked industry leaders/presenters will share best practices and reveal insights that can be implemented immediately.
- Meet leading vendors — Visit the exhibit area to discover products that decrease enterprise expenses and increase return on investment. Get answers directly from product representatives.



Pricing and Registration

Register early for the 2019 All Star Conference and save!

	Early Savings By August 25*	Regular Rate As of August 27*	Late Registration As of October. 7*
Members		\$1,650	\$1,650
Nonmembers		\$1,900	\$1,900
Group Count	Group Rates Only Apply to Members		
4-8	\$1,295	\$1,495	
9+	\$1,250	\$1,395	



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### 2019 All Star Conference

Oct. 21-23, 2019  
MGM Grand / Las Vegas, NV

REGISTER NOW

HOTEL ROOM BOOK NOW

All Star 2019 sees the addition of two dedicated tracks for the gaming and hospitality industries, in addition to new keynote speakers and second appearances from top rated presenters from previous IIA events. This addition brings more value, to all attendees, by allowing networking and interaction with a larger variety of internal auditors from more industries

This conference will deliver cutting-edge insights on issues impacting the internal audit environment now and in the future.

#### Who Should Attend?

IIA members and nonmembers at every level in their career will benefit from this unique blend of top rated presentations from 3

#### What's in it For You?

- Experience customized learning — Choose the



# THE BEST & MORE

OCT. 21-23, 2019  
LAS VEGAS, NV



## Sunday, October 20

Sunday, October 20

7:00 a.m. – 5:00 p.m. Location	Conference Registration and Customer Relations	
<b>Workshops</b>		
1:00 – 5:00 p.m. 4.2 CPE	Workshop- ALLSTAR	Workshop GAMING & HOSPITALITY AML for Casinos: Updates and Answers to Implementation Concerns
Breaks: 2:00-2:15 p.m. 3:15-3:30 p.m.	Session Details Being Finalized	Theresa Merlino Managing Partner RSM US LLP  Anna Wheland, CAMS Director of Title 31 & AML Compliance Wind Creek Hospitality

## Monday, October 21

Monday, October 21

7:00 a.m. – 5:00 p.m.	Conference Registration and Customer Relations	
7:00 a.m. – 8:30 a.m.	Continental Breakfast and Networking	
8:30 – 9:45 a.m. 1.5 CPE	General Session 1 Securing Exponentially Larger Attack Surfaces for the Future of Personalized Technology	Tanmay Bakshi, AI and Machine Learning Architect, AI Expert
9:45 – 10:15 a.m.	Networking Break	
9:45 – 10:15 a.m.	Industry Meetup	

**Monday, October 21**

**Monday, October 21**

TRACKS	Information Technology and Disruption	Risk Management	Leadership Innovation and Impact	Gaming and Hospitality	Gaming and Hospitality
1:45 – 2:45 p.m. 1.2 CPE	<p><b>CS 3-1</b> Role of Artificial Intelligence and Automation to Assess Emerging Risks</p> <p>Steve Biskie Director, Risk Advisory Services RSM US LLP</p> <p>Manuel Coello Senior Director, Data Analytics CVS Health</p>	<p><b>CS 3-2</b> Guard Rails for the Digital Revolution</p> <p>Theresa Grafenstine, CIA, CGAP Managing Director and Chief Auditor, Information Security &amp; Continuity of Business Citi</p> <p>Glenn Wilson Senior Manager Deloitte</p>	<p><b>CS 3-3</b> Why Don't They Listen? You Aren't Persuading!</p> <p>Brian Tremblay Director, Internal Audit Acacia Communications</p>	<p><b>CS 3-4</b> TICS/SICS Development</p> <p>Steve Brewer Training Manager National Indian Gaming Commission</p>	<p><b>CS 3-5</b></p> <p><i>Session Details Being Finalized</i></p>
2:45 – 3:15 p.m.	Networking Break				
2:45 – 3:15 p.m.	Industry Meetup				
TRACKS	Information Technology and Disruption	Risk Management	Leadership Innovation and Impact	Gaming and Hospitality	Gaming and Hospitality
3:15 – 4:15 p.m. 1.2 CPE	<p><b>CS 4-1</b> Building a More Agile and Relevant Internal Audit Function</p> <p>Tim Berichon, CPA, MBA Chief Audit Executive</p>	<p><b>CS 4-2</b> Applying Lean Six Sigma to ERM, Part 1 &amp; 2</p> <p>Jeff Lovern, ARM Chief Risk Officer, Principal International Principal Financial Group</p>	<p><b>CS 4-3</b> Perspectives of a World-class Rotational Internal Audit Program</p> <p>Vijayant Sitani Chief Audit Executive PACCAR</p>	<p><b>CS 4-4</b> Creating a Cyber Resilient Organization</p> <p>Troy Hawes Senior Director of Cybersecurity Moss Adams LLP</p>	<p><b>CS 4-5</b> Fraud Risks Associated with Marketing</p> <p>Rodrigo Macias Partner- Advisory Services MCO LLP</p> <p>Joe Busby, CIA, CFE, ACAMS Director, Casino Compliance Sycuan Casino</p>
4:15 – 4:30 p.m.	Session Change				
4:30 – 5:30 p.m. 1.2 CPE	<p><b>General Session 2</b></p> <p><i>Session Details Being Finalized</i></p>				
5:30 – 6:30 p.m.	Welcome Reception				

**Tuesday, October 22**

TRACKS	Information Technology and Disruption	Risk Management	Leadership Innovation and Impact	Gaming and Hospitality	Gaming and Hospitality
1:45 – 2:45 p.m. 1.2 CPE	<p><b>CS 7-1</b> Use of Fraud Data Analytics to Uncover Fraud Schemes in Core Business Systems</p> <p>Leonard Vona, CPA Chief Executive Officer Fraud Auditing, Inc.</p>	<p><b>CS 7-2</b>  <i>Session Details Being Finalized</i></p>	<p><b>CS 7-3</b> How to Develop IA Functions and Lead IA Teams Effectively</p> <p>Abhi Pandit Head of Internal Audit Splunk</p>	<p><b>CS 7-4</b> Your Privacy Compliance: Meet Privacy Requirements in the Hospitality Industry Using Existing Governance Risk and Compliance Practices and Save Your Company Time, Money and Headaches</p> <p>Ralph Villanueva IT Security and Compliance Analysts Diamond Resorts International</p>	<p><b>CS 7-5</b>  <i>Session Details Being Finalized</i></p>
2:45 – 3:15 p.m.	Networking Break				
2:45 – 3:15 p.m.	Industry Meetup				

Tuesday, October 22

TRACKS	Information Technology and Disruption	Risk Management	Leadership Innovation and Impact	Gaming and Hospitality	Gaming and Hospitality
3:15 – 4:15 p.m. 1.2 CPE	<p><b>CS 8-1</b> Managing and Delivering Internal Audit's Data and Analytic Needs</p> <p>David Dunn, CIA, CPA, CITP, CGMA Assistant General Auditor The PNC Financial Services Group</p> <p>Derrick Thomas Senior Vice President and Director, Advanced Data and Analytics Solutions The PNC Financial Services Group</p>	<p><b>CS 8-2</b> Co-Sourcing and Outsourcing: Why Do It?</p> <p>Moderator: Sabrina Serafin, CISA Partner and National Practice Leader Frazier &amp; Deeter</p> <p>Panelists: Matthew Burgess, CIA, CPA, CISA Internal Audit Executive, and Risk Manager</p> <p>Paul Calhoun, CPA Executive Vice President and Chief Audit Executive TowneBank</p> <p>Bradley Carroll, CIA, QIAL, CFSA, CRMA Senior Vice President and Director, Internal Audit State Bank Financial Corporation</p>	<p><b>CS 8-3</b> Building Strategic Relationships With Key Stakeholders, Mentors, and Mentees</p> <p>Margaret Christ, CIA Assistant Professor University of Georgia</p> <p>Kimberly Ellison-Taylor, CPA, CGMA, CISA Global Accounting Strategy Director – Financial Services Group, Oracle Chairman, Association Board Immediate Past Chairman, American Institute of CPAs October 2016 – January 2018</p> <p>Karen Begelfer, CIA, CRMA Vice President, Chief Audit Executive, Corporate Audit Services Sprint Corporation</p> <p>Michael Fucilli, CFE, CIA, QIAL, CRMA, CGAP Chief Audit Executive Metropolitan Transportation Authority USA</p>	<p><b>CS 8-4</b> Electronic Customer Due Diligence: How Mobile Gaming and Sports is Changing the Customer Due Diligence Process</p> <p>Kimberly McCabe-Ward President, Owner KMC, LLC</p>	<p><b>CS 8-5</b> The Seduction of Fraud– Bridging the Gap between Fraud Ethics and Human Behavior</p> <p>Steve Morang, CIA, CFE, CCEP, CRMA Senior Manager, Fraud and Forensics Frank Rimerman &amp; Co. LLP</p> <p>Sanya Morang Adjunct Professor Golden Gate University</p>

**J. SCHIAVONI**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

**TRAVELER INFORMATION:**

Traveler Name: Johanna Schiavoni Department: Board Services/2  
 Position:  Board Member  President/CEO  General Counsel  Chief Auditor  
 All Other Authority Employees

DATE OF REQUEST: 7/31/19 DATE OF DEPARTURE/RETURN: 10/20/19 / 10/25/19

**DESTINATION / BUSINESS PURPOSE:**

Destination: Germany (Frankfurt and Munich) Business Purpose: S.D. World Trade Center – Trade Mission to Germany

**PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:**

A. Transportation Costs:	
• Airfare <input checked="" type="checkbox"/> check box for business class or equivalent (international only)	\$ 10,000.00
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ 1,200.00
C. Meals and Incidental Expenses (Per Diem)	\$
D. Seminar and Conference Fees	\$ 3,650.00
E. Entertainment	\$
<b>TOTAL PROJECTED TRAVEL EXPENSES</b>	<b>\$ 14,850.00</b>

NOTE: Conference registration fee includes transportation and meals

**CERTIFICATION BY TRAVELER**

By my signature below, I certify the following:

- The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Johanna Schiavoni Date: 8/1/2019

**CERTIFICATION BY ADMINISTRATOR** (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: [Signature] Date: 8/5/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Martha Morales, Asst. Authority Clerk, certify that this document was approved  
(Name of Clerk)  
 by the Executive Committee at its August 26, 2019 meeting.  
(Meeting Date)

T 619.400.2445 | M 609.440.7479  
[dcasey@san.org](mailto:dcasey@san.org)



**From:** Nikia Clarke <[nc@sandiegobusiness.org](mailto:nc@sandiegobusiness.org)>  
**Sent:** Monday, July 22, 2019 4:47 PM  
**To:** Nikia Clarke <[nc@sandiegobusiness.org](mailto:nc@sandiegobusiness.org)>  
**Cc:** Itzel Moncada <[im@sandiegobusiness.org](mailto:im@sandiegobusiness.org)>; Jesse Gipe <[jg@sandiegobusiness.org](mailto:jg@sandiegobusiness.org)>  
**Subject:** Register Now: WTCSD Trade Mission to Germany

Dear #SDinGermany delegates,

Thank you confirming your participation in WTC San Diego's 2019 trade mission to Frankfurt and Munich **October 21st - 25th 2019**. You will be joining a cross-sector group of approximately 25 academic, industry and public sector leaders—including Congressman Scott Peters—for an action packed four days. We will be exploring existing partnerships and new opportunities in fintech, intelligent mobility, and precision health.

Many thanks to **Cubic Transportation Systems** and **Lufthansa** for partnering with us as underwriters of this effort to tell the region's innovation story in a market that is increasingly vital to San Diego's competitiveness. For those of you who have requested sponsorship information, please find that attached, and note that *all sponsorships include a discounted registration rate*.

**Please complete your registration by August 5th**, and mark your calendars for a trade mission kickoff event here in San Diego on Monday Sept 16th. Don't hesitate to reach out with any questions, and we will be in touch with additional updates as we get closer.

We are looking forward very much to welcoming you to Germany for what promises to be another productive and impactful journey.

All my best,  
Nikia

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#### Registration Information

We have set up a registration portal through Eventbrite that we will need each of you to complete by **August 5th**. Once we receive payment, your spot is officially reserved.

**To register, click [here](#).**

Access code for EDC Investors (\$3,900): **DELEGATE**

Access code for non-EDC Investors (\$3,650): **EDCINVESTOR**

*\*Cancellation Policy: Partial refund of 75%, up until September 1. No refunds will be issued after August 20.*

The registration fee does not include lodging and air travel, but does include transportation within Germany, meals and all programming. We have negotiated discounted room blocks and have secured discounted nonstop flights with our program sponsor Lufthansa. More information will be provided via the registration portal, but once you complete your registration, a representative from Lufthansa will reach out directly to secure your flight. Lodging will need to be booked directly at the following two hotels.

#### Lodging Information

We have secured a room block at the Villa Kennedy (Frankfurt) and The Charles Hotel (Munich). Please make your reservations **no later than Monday, September 9 to guarantee a spot in the room block.**

##### Villa Kennedy

Block room rate: €250 per night, 2 nights

Monday October 21- Wednesday, October 23

Frankfurt, Germany  
Reservations: use code "San Diego"  
call: +49 (0) 69 717 121 430 or  
email: [reservations.villakennedy@roccofoorte-hotels.com](mailto:reservations.villakennedy@roccofoorte-hotels.com)

**The Charles Hotel**  
Block room rate: €250 per night, 2 nights  
Wednesday, October 23- Friday, October 25  
Munich, Germany  
Reservations: use code "San Diego"  
call: +49 (0) 89 544 555 1430 or  
email: [reservations.charles@roccofoorte-hotels.com](mailto:reservations.charles@roccofoorte-hotels.com)

While you are welcome to make different accommodations, please note that travel to and from the events will take place from these venues.

**Flight Information**

- Departing flight: San Diego -> Frankfurt | Sunday, October 20 to Monday, October 21 -
- Returning flight: Munich -> Denver -> San Diego (1 stop) | Friday, October 25

After you register via Eventbrite, a Lufthansa representative will reach out to you directly to secure your flight at a discounted rate.

Please contact Itzel Moncada at [im@sandiegobusiness.org](mailto:im@sandiegobusiness.org) or 619-615-2957 with any questions on logistics.

**Nikia Clarke, Ph.D.**  
Executive Director, World Trade Center San Diego  
Vice President, Economic Development

**San Diego Regional EDC** |   

d | 619 615 2969

c | 858 935 0657

530 B Street • Suite 700 • San Diego, CA 92101



Join us for SD: Life. Changing. Summer Bash on Aug. 1

**MARK WEST**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Mark West Dept: 2 – Board Services  
 Position:  Board Member     President/CEO     Gen. Counsel     Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/5/19 PLANNED DATE OF DEPARTURE/RETURN: 9/21/19 / 9/25/19

**3. DESTINATIONS/PURPOSE** (Provide detailed explanation as to the purpose of the trip– continue on extra sheets of paper as necessary):

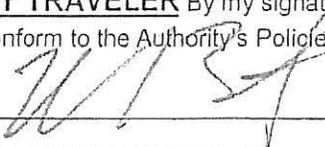
Destination: Washington, D.C. Purpose: S.D. Chamber Mission to Washington D.C.  
 Explanation: Attend conference.

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>750.00</u>
• RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>150.00</u>
B. LODGING	\$ <u>1,500.00</u>
C. MEALS	\$ <u>150.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ <u>n/a</u>
E. ENTERTAINMENT (If applicable)	\$ _____
F. OTHER INCIDENTAL EXPENSES	\$ <u>50.00</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>2,600.00</u></b>

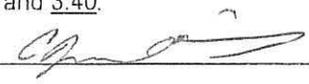
**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

→ Travelers Signature:  Date: 7/15/19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 7/23/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Masha Morales, Asst. Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its August 20, 2019 meeting.  
 (Leave blank and we will insert the meeting date.)

« All Events (<https://sdchamber.org/events/>)

## 2019 MISSION TO WASHINGTON D.C.

September 22 - September 25

*Apply Now | Important Deadlines | Pre-Trip Orientation | Itinerary | Hotel Flights | Sponsorship | Cancellation Policy*



Join the largest binational delegation to Washington, D.C. to voice your business needs and collaborate with San Diego's business leaders while meeting with the nation's top legislators and policy officials.

Attendees will have the unique opportunity to:

- Participate in high-level meetings with U.S. administration officials and agencies, such as Department of Transportation, U.S. Customs & Border Protection, Department of State, Housing & Urban Development and many others
- Gain access to our country's key decision makers and advocate for local and regional issues important to business growth and creation of jobs in the Cali-Baja region
- Network and make invaluable connections with elected officials on the local, state and federal level, as well as other community members

### EVENT DETAILS

**Date & Time:** Sunday, September 22 (7:00 PM) – Wednesday, September 25 (12:00 PM), 2019

**Location:** W Hotel Washington D.C. | 515 15th St NW, Washington, DC 20004

**Event Contact:** Lisa Kelley | Ph: 619-544-1343 | Email: [lkelly@sdchamber.org](mailto:lkelly@sdchamber.org)  
(<mailto:lkelly@sdchamber.org>)

*Para obtener información sobre cómo asistir "Misión a Washington DC" favor de comunicarse con Kenia: [kzamarripa@sdchamber.org](mailto:kzamarripa@sdchamber.org) (mailto:kzamarripa@sdchamber.org).*

## IMPORTANT DATES & DEADLINES

- August 30 – Hotel room block closes at 6:00 PM
- September 6 – Last day to register without late fees
- September 18 – Pre-trip orientation for delegates at 10:00 AM at the Chamber office
- September 18 – Last day to submit an application for the trip

## PRE-TRIP MEETING

Delegates are invited to attend the pre-trip meeting to receive full information and updates on the trip:

WEDNESDAY, SEPTEMBER 18 | 10:00 – 11:00 AM

Location: Chamber Office, 402 W Broadway, Ste. 1000, San Diego 92101

(<https://www.google.com/maps/dir//402+W+Broadway+%231000,+San+Diego,+CA+92101/@32.7162428,-117.1691516,17z/data=!4m16!1m7!3m6!1s0x80d954a979e0e74f:0x532e042dd4bacabb!2s402+W+Broadway+%231000,+San+Diego,+CA+92101!3b1!8m2!3d32.7162428!4d-117.1669629!4m7!1m0!1m5!1m1!1s0x80d954a979e0e74f:0x532e042dd4bacabb!2m2!1d-117.1669629!2d32.7162428>)

## WHY ATTEND?

Not sure if the D.C. delegation is right for you? Read what our past delegates had to say about the trip's impact on their business:

"Effective communication is key to successfully delivering a unique binational project like Cross Border Xpress – the only border crossing of its kind in the world.

During the Chamber's delegation trips to Washington D.C., we were able to meet directly with leadership of several federal agencies that all had a role in the project, bringing the Cali-Baja perspective to decision makers 3,000 miles away.

It was great to have the backing of the Chamber and a unified voice of business leaders supporting the CBX and standing with us."



**Stephanie Saathoff**  
President, The Clay Company  
CBX Consulting Team Member

"The decisions made in Washington D.C. have a big impact on Baja economic dynamics. Joining the Chamber's delegation trip gives us the opportunity to make face-to-face connections with the policy makers influencing those decisions and remind them what's important to advancing our binational region's economic potential.

Being able to discuss issues directly with leadership is extremely valuable in ensuring the Baja business community's voice is heard."



**Gabriel Camarena Salinas**  
Executive President, Consejo de Desarrollo Económico de Tijuana

"The Chamber's delegation trips to D.C. provide 2-1-1 San Diego, along with our partners throughout the region, the platform to have a collective voice on national issues that have an impact at a local level.

For us at 2-1-1, we've had the opportunity to sit face-to-face with leaders from various Congressional offices and agencies to talk about issues facing our sector and those we serve, in areas such as the military and veteran landscape, workforce development, housing, health and social services, and technology. This results in a unique opportunity to bring together our social and government sectors and provide collective solutions to systematic issues.

Understanding the importance of the whole community working together locally and nationally to solve important issues, it was priceless to have the support and guidance from the Chamber, its board, and members."



**Meg Storer**  
Vice President of Community & Government Relations  
2-1-1 San Diego

## TRIP ITINERARY

We are still in the process of developing the agenda. For your traveling purposes, please plan to arrive in D.C. before the Welcome Reception on Sunday, 09/22 at 7:00 PM. The last meeting will end at around 10:00 AM on Wednesday, 9/25.

Click here (<https://sdchamber.org/wp-content/uploads/2016/02/DRAFT-Agenda-Delegates-2.pdf>) to view last year's trip itinerary.

## HOTEL INFORMATION

W Hotel Washington D.C. (<https://www.marriott.com/event-reservations/reservation-link.mi?id=1546022106883&key=GRP&app=resvlink>)  
515 15th St NW, Washington, DC 20004

We have secured a special room rate of \$349++ per night for standard rooms from September 22 to 25. Click here (<https://www.marriott.com/event-reservations/reservation-link.mi?id=1546022106883&key=GRP&app=resvlink>) to reserve online. If you wish to book additional room nights, please book the nights available via the link then contact Jennifer Ponticaccia (mailto: jennifer.ponticaccia1@whotels.com) to request for additional nights.

Reservations must be made by 6:00 pm (PST), Friday, August 30, 2019. After that date, the hotel will confirm reservations based on availability at the current rate.

## FLYING TO D.C.

### Airports:

- Ronald Reagan Washington National Airport – DCA  
4.3 miles to hotel | Estimated taxi fare: \$20 (one way)
- Washington Dulles International Airport – IAD  
26.5 miles to hotel | Estimated taxi fare: \$60 (one way)
- Baltimore/Washington International Thurgood Marshall Airport – BWI  
34 miles to hotel | Estimated taxi fare: \$90 (one way)

Southwest Airlines, among others, offers nonstop flights to BWI Airport, which is a 45-minute drive to D.C. For those who prefer to arrive closer to the hotel – DCA Airport is a 15-minute drive to the hotel, but may not have nonstop flights.

Most delegates arrive in the afternoon on Sunday, 9/22, prior to the Welcome Reception at 7:00 PM and fly out the afternoon of Wednesday, 9/25.

### Recommended Flight Options:

Sunday: SAN – BWI

Southwest #4672 (6:20 AM – 2:25 PM)

SAN – IAD

United Airlines #546 (8:00 AM – 3:51 PM)

Wednesday: BWI – SAN

Southwest #830 (11:35 AM – 2:00 PM)

Southwest #1703/1852 (4:50 PM – 8:35 PM)

IAD – SAN

United Airlines #231 (12:35 PM – 2:49 PM)

## THANK YOU SPONSORS



Numerous sponsorship opportunities are available for this event. See our sponsorship package here (</wp-content/uploads/2016/02/Sponsorship-Package-compressed-1.pdf>), and contact Sherman Stocker at [sstocker@sdchamber.org](mailto:sstocker@sdchamber.org) (<mailto:sstocker@sdchamber.org>) or (619) 544-1354 for information.

## APPLICATION & FEES

The participation fees below do not include hotel or airfare. Fees include hosted events and meetings.

**Applications submitted by 7/26/19:**

Chamber members: \$1,800

Additional attendee or spouse/companion: \$1,300

Non-members: \$2,800

**Between 7/27/19 – 9/6/19:**

Chamber members: \$2,300

Additional attendee or spouse/companion: \$1,300

Non-members: \$2,800

**Between 09/7/19 – 09/18/19:**

All applicants: \$3200

APPLICATIONS CLOSE AT 6:00 PM ON WEDNESDAY, SEPTEMBER 18, 2019.

APPLY NOW!

([HTTP://WWW.CVENT.COM/D/76QZ0D/4W](http://www.cvent.com/D/76QZ0D/4W))

## CANCELLATION POLICY

- If canceled by September 6, 100% of the registration fee will be refunded.
- If canceled between September 7 – 13, 75% of the registration fee will be refunded.
- If canceled after September 13, 50% of the registration fee will be refunded.

*To request a cancellation, please send an email to [ktran@sdchamber.org](mailto:ktran@sdchamber.org) (<mailto:ktran@sdchamber.org>).*

+ GOOGLE CALENDAR (HTTPS://WWW.GOOGLE.COM/CALENDAR/EVENT?ACTION=TEMPLATE&TEXT=2019+MISSION+TO+WASHINGTON+D.C.&DATES=20190922/20190926&DETAILS=APPLY+NOW%C2%A0%7C%C2%A0IMPORTANT+DEADLINES%C2%A0%7C%C2%A0PRE-TRIP+ORIENTATION%C2%A0%7C%C2%A0ITINERARY%C2%A0%7C%C2%A0HOTEL%0AFLIGHTS%C2%A0%7C%C2%A0SPONSORSHIP%C2%A0%7C%C2%A0CANCELLATION+POLICY+%0A%0A+++%0A+++%0A++++%0A++++%0A++++%0A++++%0A%0AJOIN+THE+LARGEST+BINATIONAL+DELEGATION+TO+WASHINGTON%2C+D.C.+TO+VOICE+YOUR+BUSINESS%C2%A0NEEDS+AND%C2%A0COLLABORATE+WITH+SAN+DIEGO%26%238217%3BS+BUSINESS+LEADERS+WHILE+MEETING+WITH+THE+NATION%26%238217%3BS+TOP+LEGISLATORS+AND+POLICY+OFFICIALS.+%0AATTENDEES+WILL+HAVE+THE+UNIQUE+OPPORTUNITY+TO%3A+%0A%0APARTICIPATE+IN+HIGH-LEVEL+MEETINGS+WITH+U.S.+ADMINISTRATION+OFFICIALS+AND+AGENCIES%2C+SUCH+AS+DEPARTMENT+OF+TRANSPORTATION%2C+U.S.+CUSTOMS+%26%3B+BORDER+PROTECTION%2C+DEPARTMENT+OF+STATE%2C+HOUSING+%26AMP%3B+URBAN+DEVELOPMENT+AND+MANY+OTHERS%0AGAIN+ACCESS+TO+OUR+COUNTRY%E2%80%99S+KEY+DECISION+MAKERS+AND+ADVOCATE+FOR+LOCAL+AND+REGIONAL+ISSUES+IMPORTANT+TO+BUSINESS+GROWTH+AND+CREATION+OF+JOBS+IN+THE+BAJA+REGION%0ANETWORK+AND+MAKE+INVALUABLE+CONNECTIONS%C2%A0WITH+ELECTED+OFFICIALS+ON+THE+LOCAL%2C+STATE+AND+FEDERAL+LEVEL+AS+WELL+AS+OTHER+COMMUNITY+MEMBERS%0A%0A%0AEVENT+DETAILS%0A%0ADATE+++%28VIEW+FULL+EVENT+DESCRIPTION+HERE%3A+HTTP%3A%2FSDCHAMBER.ORG%2FEVENT%2FDC2019%2F%29&LOCATION&TRP=FALSE&S&PROP=WEBSITE:HTTPS://SDCHAMBER.ORG&CTZ=AMERICA%2FLOS\_ANGELES)

+ ICAL EXPORT (HTTPS://SDCHAMBER.ORG/EVENT/DC2019/?ICAL=1&TRIBE\_DISPLAY=)

**Details**

**Start:**  
September 22 (2019-09-22)

**End:**  
September 25 (2019-09-25)

**Event Categories:**  
International  
(<https://sdchamber.org/events/category/international/>),  
Networking  
(<https://sdchamber.org/events/category/networking/>),  
Policy  
(<https://sdchamber.org/events/category/policy/>),  
Signature  
(<https://sdchamber.org/events/category/signature/>)

**Event Tags:**  
chamber  
(<https://sdchamber.org/tag/chamber/>),  
featured-chamber  
(<https://sdchamber.org/tag/featured-chamber/>)

**Organizer**

**Katie Tran**

**Phone:**  
619.544.1370

**Email:**  
[ktran@sdchamber.org](mailto:ktran@sdchamber.org)

**Related Events**



(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/2019-12-18/>)

**Education & Workforce Development Roundtable**  
(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/2019-12-18/>)

**December 18**  
Recurring Event (See all)  
(<https://sdchamber.org/event/education-workforce-development-committee-13-2019-12-18/>)



(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2019-10-15/>)

**Infrastructure, Housing & Land Use Committee**  
(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2019-10-15/>)

**October 15**  
Recurring Event (See all)  
(<https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/all/>)



**Business After Five Mixer with The Guild Hotel**  
(<https://sdchamber.org/event/guildhotel/>)

**August 8 @ 5:30 pm - 7:30 pm**

# **BUSINESS EXPENSE**

**A. BOLING**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2019**

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME C. April Boling			PERIOD COVERED June 2019	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
6/19/19	30.50	C Level/Lunch w/Kim		
6/24/19	29.40	Port/Port Leadership Mtg.		
6/28/19	25.00	SANDAG/BOD Policy Mtg.		
SUBTOTAL		84.90	SUBTOTAL	

*Computation of Reimbursement*

REIMBURSEMENT RATE: (see below) *	Rate as of January 2019	X	84.90
TOTAL MILEAGE REIMBURSEMENT			0.580
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			49.24
TOTAL REIMBURSEMENT REQUESTED			-
			\$ 49.24

<p>I acknowledge that I have read, understand and agree to Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct. Business Expense Reimbursement Policy 3.30</p> <p align="center"> SIGNATURE OF EMPLOYEE</p>	<p align="center"><i>Approved by the Executive Committee at its August 20, 2019 meeting.</i></p> <p align="center"><i>Martina Morales, Asst. Authority Clerk</i> DEPT./DIV. HEAD APPROVAL</p>
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**J. SCHIAVONI**





# **TRAVEL EXPENSE**

**KIM BECKER**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**  
 (To be completed within 30 days from travel return date for domestic travel; 45 days for international travel)

Refer to Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy, outlining appropriate reimbursable expenses. Attach all required supporting documentation. All receipts must be detailed (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Policy 3.30 - Business and Travel Expense Reimbursement

Business and Travel Reimbursement Guidelines

<b>Employee/Trip Information</b>		<b>Date:</b> _____	
Name:	Kimberly J. Becker	Dept:	Executive, BU6
Departure Date:	7/16/2019	Return Date:	7/18/2019
Destination:	Newport Beach, CA	Report Due:	8/17/19
Business Purpose:	GAC Directors Meeting & U.S. Travel Board Meeting		

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		7/16/19 Tuesday	7/17/19 Wednesday	7/18/19 Thursday	7/19/19 Friday	7/20/19 Saturday	7/21/19 Sunday	7/22/19 Monday	
Air Fare, Railroad, Bus									-
Conference Fees									-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare									-
Lodging		265.07	265.07						530.14
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
									-
	\$ -								\$ 530.14

<b>Expense items included in Per Diem:</b>		Meals will be reimbursed at established Per Diem rates. Receipts shall not be required except for authorized meals above per diem rate (approved by CEO or Vice President below). If a meal is provided by a conference or meeting, do not include the meal for reimbursement below. On first travel day, only include lunch and dinner if flight departs after 9:00 a.m. On last travel day, only include breakfast and lunch if flight returns before 6:00 p.m.							
Meals & Incidental Expenses (M&IE)									
	GSA Per Diem for Domestic	US Dept of State Per Diem for International							
	Enter Daily Per Diem Rate	7/16/19 Tuesday	7/17/19 Wednesday	7/18/19 Thursday	7/19/19 Friday	7/20/19 Saturday	7/21/19 Sunday	7/22/19 Monday	
Breakfast	\$16.00							-	
Lunch	\$17.00			17.00				17.00	
Dinner	\$28.00	28.00	28.00					56.00	
Incidentals	\$5.00	5.00	5.00	5.00				15.00	
<b>Total M&amp;IE</b>	<b>\$66.00</b>	<b>33.00</b>	<b>33.00</b>	<b>22.00</b>	<b>-</b>			<b>88.00</b>	
Approved Meal Exception Above Per Diem Rate <sup>1</sup>								-	
<b>Total Meal and Incidental Expenses</b>		<b>\$ 33.00</b>	<b>\$ 33.00</b>	<b>\$ 22.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>88.00</b>

<b>Explanation:</b> Substantiation for exception should be attached  1) There are no mileage or parking charges as Kim Becker drove to and from the conference with Matt Harris. Matt incurred the charges and will submit them on his individual expense request. 2) For the 07/18 Lunch, while lunch was provided at the conference, Kim and Matt had to leave before lunch was served to attend a 2:00 p.m. meeting at the Authority.	<b>Trip Grand Total</b>	<b>618.14</b>
	Less Cash Advance (Attach copy of Authority check)	
	Less Expenses Prepaid by Authority	-
	<b>Due Traveler</b> - if positive amount, prepare check request <b>Due Authority</b> - if negative, attach check payable to SDCRAA	<b>\$ 618.14</b>

Note: Send this report to Accounting even if the amount is \$0.

By signing below, TRAVELER: (a) acknowledges understanding and agreeing to be bound by Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy; (b) certifies that this report is true and correct and all claimed expenses were incurred in connection with official Authority business; and (c) understands that any purchases/claims that are not allowed will be traveler's responsibility. By signing below, ADMINISTRATOR certifies, based on reasonable inquiry, that expenses approved in this report were reasonable, necessary, directly related to the Authority's business, and that they are reimbursable under Authority Policy 3.30.

Prepared By: \_\_\_\_\_ Diane Casey \_\_\_\_\_ Ext.: 2445 \_\_\_\_\_  
 Traveler's Signature: Kimberly J. Becker \_\_\_\_\_ Date: 7/23/19 \_\_\_\_\_  
 Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CEO/Vice President Approval<sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_



NEWPORT BEACH MARRIOTT

GUEST FOLIO

931	BECKER/K	219.00	07/18/19	12:00	42313	25094
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
GD	SAN DIEGO COUNTY AIR		07/16/19	14:54		
TYPE			ARRIVE	TIME		
145						
ROOM CLERK	ADDRESS	PAYMENT			MBV#:	XXXXX9603

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
07/16	DESTINAT	DEST FEE		15.00
07/16	RM TX	DEST FEE		1.50
07/16	NPB FEE	DEST FEE		.45
07/16	ROOM	931, 1		219.00
07/16	RM TX	931, 1		21.90
07/16	CA FEE	931, 1		.65
07/16	NPB FEE	931, 1		6.57
07/17	DESTINAT	DEST FEE		15.00
07/17	RM TX	DEST FEE		1.50
07/17	NPB FEE	DEST FEE		.45
07/17	ROOM	931, 1		219.00
07/17	RM TX	931, 1		21.90
07/17	CA FEE	931, 1		.65
07/17	NPB FEE	931, 1		6.57
07/18	MC CARD			\$530.14

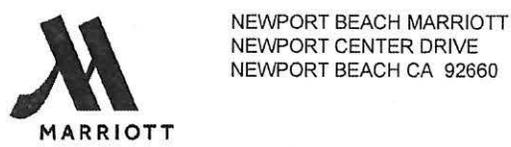
# 265.07 07/16  
# 265.07 07/17

TO BE SETTLED TO: MASTER CARD CURRENT BALANCE .00

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X



# FY 2019 Per Diem Rates for Los Angeles, California

## Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	\$66	\$16	\$17	\$28	\$5	\$49.50

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Kimberly J. Becker Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 05/02/19 PLANNED DATE OF DEPARTURE/RETURN: 07/16/19 / 07/17/19

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Newport Beach, CA Purpose: GAC Directors Meeting & U.S. Travel Board Meeting

Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ \_\_\_\_\_
- \*RENTAL CAR (Must complete page 2) \$ \_\_\_\_\_
- OTHER TRANSPORTATION (Taxi, Train) \$ 100.00

B. LODGING \$ 250.00

C. MEALS \$ 50.00

D. SEMINAR AND CONFERENCE FEES \$ \_\_\_\_\_

E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE \$ 400.00**

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Kimberly J. Becker Date: 5/13/19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Martha Morales, Asst. Authority Clerk I, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its May 23, 2019 meeting.  
(Leave blank and we will insert the meeting date.)

# SUMMER Board Meeting

July 17-21, 2019  
Newport Beach, California

## PRELIMINARY SCHEDULE OF EVENTS

(as of 4.15.19)

All business sessions and lodging are at the Newport Beach Marriott Hotel & Spa, 900 Newport Center Drive, Newport Beach, CA 92660.

Attire for business sessions and meals is resort casual (no ties) unless otherwise noted. Evenings may be cool, so bring a sweater or light jacket. For all outdoor activities, be sure to bring sunglasses and sunscreen. For biking, wear secured closed-toe shoes.

All organized meals and group activities are complimentary. Information on activities will be sent to you when registration opens in mid-May. Advanced sign-up is required for all group activities; participation will be confirmed when you pick up your packet at the Registration Desk in the Registration & Hospitality Room. **Minors under 16 years old must be accompanied by a parent or guardian on all activities. Please note that age and weight restrictions may vary on specific activities and will be strictly enforced.**

### WEDNESDAY, JULY 17

Gateway Airports Council Meeting ( <i>Members only</i> ) (Breakfast and lunch included)	8:30 a.m.-1:00 p.m.
Strategic Growth Task Force ( <i>Members only</i> )	10:00-11:00 a.m.
Compensation Committee ( <i>Members only</i> )	11:00 a.m.-Noon
Registration and Hospitality Room	Noon-7:30 p.m.
Executive Committee Meeting ( <i>Members only</i> )	2:00-4:45 p.m.
New Director Orientation	5:15-6:00 p.m.
Welcome Reception	6:30-8:00 p.m.

### THURSDAY, JULY 18

Breakfast	7:00-9:00 a.m.
Registration and Hospitality Room	7:00 a.m.-12:30 p.m.
Board Meeting Session #1	8:00 a.m.-Noon

Morning Group Activity Options for Guests and Sponsors  
(Note: Board members will be in meetings.)

**THURSDAY, JULY 18 (Continued)**

Lunch 12:15-1:15 p.m.

Afternoon Activity Options for Everyone

Travel PAC Auction with Reception and Dinner 6:30-10:00 p.m.

**FRIDAY, JULY 19**

Breakfast 7:30-9:00 a.m.

Registration and Hospitality Room 7:30 a.m.-12:30 p.m.

Board Meeting Session #2 9:00 a.m.-Noon

Morning Group Activity Options for Guests and Sponsors  
(Note: Board members will be in meetings.)

*Departed at noon for  
1500 Meeting @ SAN*

Lunch 12:15-1:15 p.m.

Afternoon Activity Options for Everyone

Reception and Dinner  
The Cannery (Newport Beach) 6:30-10:00 p.m.

**SATURDAY, JULY 20**

Breakfast 7:00-9:30 a.m.

Registration and Hospitality Room 7:00-9:30 a.m.

Activity Options for Everyone

Reception and Dinner  
Terra Laguna Beach 6:15-8:00 p.m.

Evening Event  
Pageant of the Masters (Laguna Beach) 8:00-10:30 p.m.

**SUNDAY, JULY 21**

Breakfast 7:00-10:00 a.m.

Departures (Transportation on own)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**  
 (To be completed within 30 days from travel return date for domestic travel; 45 days for international travel)

Refer to Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy, outlining appropriate reimbursable expenses. Attach all required supporting documentation. All receipts must be detailed (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Policy 3.30 - Business and Travel Expense Reimbursement

Business and Travel Reimbursement Guidelines

**Employee/Trip Information** Date: \_\_\_\_\_

Name: Kimberly J. Becker Dept: Executive Division, BU6

Departure Date: 8/5/2019 Return Date: 8/6/2019 Report Due: 9/5/19

Destination: Dallas, TX

Business Purpose: Air Service Development - Southwest Airlines Representatives

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		8/5/19 Monday	8/6/19 Tuesday	8/7/19 Wednesday	8/8/19 Thursday	8/9/19 Friday	8/10/19 Saturday	8/11/19 Sunday	
Air Fare, Railroad, Bus	420.96								-
Conference Fees									-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare									-
Lodging		202.91							202.91
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
	<b>\$ 420.96</b>								<b>\$ 202.91</b>

**Expense items included in Per Diem:**

**Meals & Incidental Expenses (M&IE)** Meals will be reimbursed at established Per Diem rates. Receipts shall not be required except for authorized meals above per diem rate (approved by CEO or Vice President below). If a meal is provided by a conference or meeting, do not include the meal for reimbursement below. On first travel day, only include lunch and dinner if flight departs after 9:00 a.m. On last travel day, only include breakfast and lunch if flight returns before 6:00 p.m.

GSA Per Diem for Domestic		US Dept of State Per Diem for International						
Enter Daily Per Diem Rate		8/5/19 Monday	8/6/19 Tuesday	8/7/19 Wednesday	8/8/19 Thursday	8/9/19 Friday	8/10/19 Saturday	8/11/19 Sunday
Breakfast	\$16.00		16.00					16.00
Lunch	\$17.00	17.00						17.00
Dinner	\$28.00	28.00						28.00
Incidentals	\$5.00	5.00	5.00					10.00
<b>Total M&amp;IE</b>	<b>\$66.00</b>	<b>50.00</b>	<b>21.00</b>	<b>-</b>	<b>-</b>			<b>71.00</b>
Approved Meal Exception Above Per Diem Rate <sup>1</sup>			23.36					23.36
<b>Total Meal and Incidental Expenses</b>		<b>\$ 50.00</b>	<b>\$ 44.36</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94.36</b>

**Explanation:** Substantiation for exception should be attached

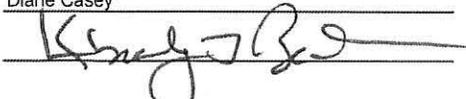
SAN hosted a group lunch for the Southwest Airlines representatives and SAN employees. Hampton Brown paid for the dinner - CEO Kim Becker paid for her own meal, which is above the GSA Per Diem amount.

<b>Trip Grand Total</b>	<b>718.23</b>
Less Cash Advance (Attach copy of Authority check)	
Less Expenses Prepaid by Authority	420.96
<b>Due Traveler</b> - if positive amount, prepare check request	
<b>Due Authority</b> - if negative, attach check payable to SDCRAA	<b>\$ 297.27</b>

Note: Send this report to Accounting even if the amount is \$0.

By signing below, TRAVELER: (a) acknowledges understanding and agreeing to be bound by Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy; (b) certifies that this report is true and correct and all claimed expenses were incurred in connection with official Authority business; and (c) understands that any purchases/claims that are not allowed will be traveler's responsibility. By signing below, ADMINISTRATOR certifies, based on reasonable inquiry, that expenses approved in this report were reasonable, necessary, directly related to the Authority's business, and that they are reimbursable under Authority Policy 3.30.

Prepared By: Diane Casey Ext.: 2445

Traveler's Signature:  Date: 8/7/19

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CEO/Vice President Approval<sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Required if meal(s) reimbursed above the Per Diem Rate)



Traveltrust Corporation  
374 North Coast Hwy 101  
Encinitas, CA 92024  
Phone: (760) 635-1700

**ADD TO OUTLOOK**

Friday, 31MAY 2019 02:45 PM EDT

Passengers: KIMBERLY JANE BECKER (06)

Agency Reference Number: BDIHON

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Southwest Airlines Confirmation TTBOHD

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

AIR	Monday, 5AUG 2019		
	<b>Southwest Airlines</b> From: San Diego CA, USA To: Dallas Love Field TX, USA Stops: Nonstop  Equipment: Boeing 737-700 Jet DEPARTS SAN TERMINAL 1 - ARRIVES DAL TERMINAL 1 Frequent Flyer Number: [REDACTED] EARLY BIRD CHECK PURCHASED/CONFIRMED Southwest Airlines Confirmation number is TTBOHD	<b>Flight Number:</b> 0458 <b>Depart:</b> 11:25 AM <b>Arrive:</b> 04:30 PM Duration: 3 hour(s) 5 minute(s) Status: CONFIRMED	<b>Class:</b> L- Coach/Economy    Miles: 1175 / 1880 KM
AIR	Tuesday, 6AUG 2019		
	<b>Southwest Airlines</b> From: Dallas Love Field TX, USA To: San Diego CA, USA Stops: Nonstop  Equipment: Boeing 737 Jet DEPARTS DAL TERMINAL 1 - ARRIVES SAN TERMINAL 1 Frequent Flyer Number: [REDACTED] EARLY BIRD CHECK PURCHASED/CONFIRMED Southwest Airlines Confirmation number is TTBOHD	<b>Flight Number:</b> 0814 <b>Depart:</b> 04:05 PM <b>Arrive:</b> 05:05 PM Duration: 3 hour(s) 0 minute(s) Status: CONFIRMED	<b>Class:</b> L- Coach/Economy    Miles: 1175 / 1880 KM

A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
SOUTHWEST AIRLINES CONFIRMATION NUMBER - TTBOHD  
FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

Ticket/Invoice Information

Ticket for: KIMBERLY JANE BECKER  
Ticket Nbr: WN2481558545 Electronic Tkt: No Amount: 340.96  
Base: 290.57 Tax: 50.39  
Charged to: AX\*\*\*\*\*1013

Ticket for: KIMBERLY JANE BECKER  
Ticket Nbr: WN333333331 Electronic Tkt: No Amount: 25.00  
Base: 25.00 Tax: 0.00  
Charged to: AX\*\*\*\*\*1013

Ticket for: KIMBERLY JANE BECKER  
Ticket Nbr: WN444444441 Electronic Tkt: No Amount: 25.00  
Base: 25.00 Tax: 0.00  
Charged to: AX\*\*\*\*\*1013

Service fee: KIMBERLY JANE BECKER  
Date issued: 5/31/2019  
Document Nbr: XD0768028383 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 390.96  
Total Fees: 30.00  
Total Amount: 420.96

**Click here 24 hours in advance to obtain boarding passes:**  
[SOUTHWEST](#)

**Click here to review Baggage policies and guidelines:**  
[SOUTHWEST](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
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Each call is billable at a minimum \$25.00 per call/reservation



DALLAS MARKET CENTER SUITES

GUEST FOLIO

617 BECKER/KIMBERLY/MRS 175.00 08/06/19 09:30 25739  
 ROOM NAME RATE DEPART TIME ACCT#  
 NKDS [REDACTED] 08/05/19 08:37  
 TYPE [REDACTED] ARRIVE TIME  
 85  
 ROOM ADDRESS MCXXXXXXXXXXXX9117 MBV#: XXXXX9603  
 CLERK PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
08/05	ROOM 617, 1	175.00		
08/05	STATE TX 617, 1	10.50		
08/05	CITY TAX 617, 1	12.25		
08/05	TPID FEE 617, 1	3.75		
08/05	SCR FEE 617, 1	1.41		
08/06	CCARD-MC		202.91	
	PAYMENT RECEIVED BY MASTERCARD XXXXXXXXXXXXXXX9117			.00

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DALLAS TX 75207

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Signature X

Casey Diane

---

**From:** Kim Becker [REDACTED]  
**Sent:** Wednesday, August 7, 2019 6:57 AM  
**To:** Becker Kimberly  
**Subject:** Fwd: Receipt from Uncle Julio's Mexican from Scratch - 001

Group meal.

Begin forwarded message:

**From:** [receipt@tablesafe.email](mailto:receipt@tablesafe.email)  
**To:** [REDACTED]  
**Subject:** Receipt from Uncle Julio's Mexican from Scratch - 001

---

Guest Check

Uncle Julio's Mexican from Scratch - 001  
4125 Lemmon Ave  
Dallas, TX 75219  
2145206620

Terminal ID: 2961525  
Merchant ID: 6148216

---

Table: Table 223/2  
Server Name: JOSE P  
Check Number: 10025  
RAIL Transaction Number: 1048601  
Tuesday, 08/06/2019 12:56 P.M.

ITEM	QTY	PRICE
Chicken	( 1 @ 14.99 )	14.99
Soda/Tea	( 1 @ 2.99 )	2.99
Subtotal		17.98
Taxes		1.49
Tip		<del>4.53</del> 3.89
Total		<del>24.00</del> 23.36

Sale:  
Amount : 24.00  
Currency Indicator : USD

Guest : BECKER/KIMBERLY J  
CC Type : MC  
CC Number : ... 1802  
Approval : 694553  
Card Entry Method : Chip  
AID : A0000000041010  
TVR : 800008000  
IAD : 0110A000032200000000000000000000FF  
TSI : 4800  
AC : AF6182DD5ADEA598

---

Approved by Issuer

Signature : 

THANK YOU

---



## FY 2019 Per Diem Rates for Dallas, Texas

### Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Dallas	Dallas	\$66	\$16	\$17	\$28	\$5	\$49.50

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Kimberly J. Becker Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 05/01/19 PLANNED DATE OF DEPARTURE/RETURN: 08/05/19 / 08/06/19

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Dallas, TX Purpose: Air Service Meeting with Southwest Headquarters

Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>1,100.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ _____

**B. LODGING**

\$ 200.00

**C. MEALS**

\$ 100.00

**D. SEMINAR AND CONFERENCE FEES**

\$ \_\_\_\_\_

**E. ENTERTAINMENT (If applicable)**

\$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES**

\$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE** align="right">\$ 1,400.00

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Kimberly J. Becker Date: 5/10/19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Madina Wardles, Asst Authority Clerk I, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its May 23, 2019 meeting.

(Leave blank and we will insert the meeting date.)

## Casey Diane

---

**Subject:** CONFIRMED MEETING WITH SOUTHWEST AIRLINES (WN)  
**Location:** 2702 Love Field Dr., Dallas, TX 75235

**Start:** Tue 8/6/2019 8:00 AM  
**End:** Tue 8/6/2019 7:00 PM  
**Show Time As:** Out of Office

**Recurrence:** (none)

**Meeting Status:** Accepted

**Organizer:** Brown Hampton  
**Required Attendees:** Becker Kimberly; D'Ambrosio Domenico; D'Amico Brian  
**Optional Attendees:** Platt Robyn; Casey Diane

**Categories:** Out of Office, Offsite Meetings

Exact timing of meeting TBD

Southwest Headquarters (Love Field – DAL)

Meeting and Lunch with the Network Planning Team

### Agenda

San Diego Region Update  
Current Network Performance  
Future Network Requests (Intl focus CUN, LIR)





# FY 2019 Per Diem Rates for Los Angeles, California

## Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	\$66	\$16	\$17	\$28	\$5	\$49.50

*Kim Becken  
Newport Beach  
08/08 - 08/09/19*

Kim Becker  
Newport Beach  
08/08-08/09/19



NEWPORT BEACH MARRIOTT

GUEST FOLIO

733	BECKER/K	209.00	08/09/19	12:00	56646	33541
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
GD	SAN DIEGO COUNTY AIR		08/08/19	15:26		
TYPE			ARRIVE	TIME		
117						
ROOM CLERK	ADDRESS	PAYMENT			MBV#:	XXXXX9603

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
08/08	ROOM 733, 1	209.00		
08/08	RM TX 733, 1	20.90		
08/08	CA FEE 733, 1	.65		
08/08	NPB FEE 733, 1	6.27		
08/09	MC CARD			
				\$236.82

TO BE SETTLED TO: MASTER CARD CURRENT BALANCE .00

Room - 08/08/19

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Departure Add-Ons Travelers Payment Confirmation



Kim Becker  
Newport Beach  
08/08 - 08/09/19

Your reservation is complete.

CONFIRMATION

VIEW TRIP DETAILS  
(/ITD/AMTRAK/CMSMODIFYTRIP?  
REQUESTOR=ITD%2EPRESENTATION%2EHANDLER%2EPAGE%2EBASKET%2EPRESBASKETBOOKEDPAGEI

Reservation # DAB829

AMTRAK TOTAL \$39.00

Departure

1h 54m TOTAL TRIP TIME

774 Pacific Surfliner

1 Business Class Seat

Irvine, CA (IRV) — San Diego, CA

Departure  
Fri, Aug 9, 2019  
1:34 pm

(SAN)  
Arrival  
Fri, Aug 9, 2019  
3:28 pm  
Santa Fe Depot

Train Ticket  
Receipt  
- Return from  
Newport Beach  
to SAN

Passenger(s)

Kimberly Becker



THIS IS NOT A TICKET

Your reservation is complete.  
We've emailed your purchase receipt and eTicket PDF to:  
kbecker@san.org  
, dcasey@san.org

- 1. AT THE STATION**  
Check the train information displays in the station and head directly to your boarding location. Present your eTicket, or display it in the [Amtrak App](#) on your mobile device, prior to boarding.
- 2. ON THE TRAIN**  
The conductor on your train will check your eTicket. Only one eTicket is needed for everyone in your reservation.
- 3. PLANS CHANGE?**  
eTickets in the Amtrak App are automatically updated when you change your reservation. If you'd like to receive an updated eTicket, open your reservation on Amtrak.com to resend your eTicket by email.

HOTELS



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RENT A CAR

Kim Becker  
Newport Beach  
08/08 - 08/09/19



PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER DAB829

RES# DAB829-29JUL19

IRV



SAN

One-Way

IRVINE, CA

SAN DIEGO, CA

AUGUST 9, 2019

TRAIN	PACIFIC SURFLINER	IRVINE - SAN DIEGO (DOWNTOWN)	DEPARTS	ARRIVES (Fri Aug 9)
<b>774</b>	<b>Aug 9, 2019</b>	1 Business Class Seat	<b>1:34 PM</b>	<b>3:28 PM</b>

PASSENGERS (1)

AMTRAK GUEST REWARDS

BECKER, KIMBERLY

ADULT

No member number provided. Join at Amtrak.com

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NO TVL  
30AUG19-02SEP19,26-28NOV19,30NOV19-2DEC19,23-24DEC19,26DEC19,31DEC1
- eTickets for **Reserved** services are valid only for the specific train number, date and accommodation type booked.
- When should you arrive at the station? Check the recommended arrival times for your departure station at [Amtrak.com/stations](http://Amtrak.com/stations). Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For Amtrak travel information, or to make adjustments to your travel plans, please visit [Amtrak.com](http://Amtrak.com), or call 1-800-USA-RAIL (1-800-872-7245).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at [Amtrak.com/boarding](http://Amtrak.com/boarding)).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit [Amtrak.com/changes](http://Amtrak.com/changes).
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at [Amtrak.com/baggage](http://Amtrak.com/baggage).
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- **If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).**

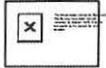
Kim Becker  
Newport Beach  
08/09 - 08/09/19

Casey Diane

**From:** no-reply@lyftmail.com on behalf of Lyft Ride Receipt <no-reply@lyftmail.com>  
**Sent:** Friday, August 9, 2019 9:01 PM  
**To:** Becker Kimberly  
**Subject:** Your ride with Marisol on August 9

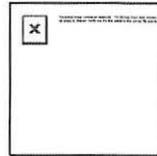
Transportation  
08/09/19

From train station  
to Home



AUGUST 9, 2019 AT 4:19 PM

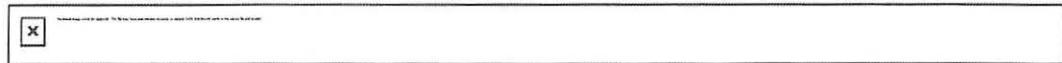
# Thanks for riding with Marisol!



Lyft fare (4.44mi, 18m 19s)	\$11.76
Tip	\$2.00

---

PayPal account	<b>\$13.76</b>
----------------	----------------



- Pickup 4:19 PM**  
Navy Broadway Complex, America Plz, San Diego, CA
- Drop-off 4:37 PM**  
3138 Laurel St, San Diego, CA

**Trip Purpose:** Return from CAC



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**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Kimberly J. Becker Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 05/22/19 PLANNED DATE OF DEPARTURE/RETURN: 08/08/19 08/09/19

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

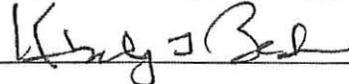
Destination: Newport Beach, CA Purpose: CAC Board Meeting

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ _____
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>100.00</u>
<b>B. LODGING</b>	\$ <u>225.00</u>
<b>C. MEALS</b>	\$ <u>50.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ _____
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ <u>375.00</u>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 5/22/19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Linda Graham, Assistant Authority Clerk, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its July 1, 2019 meeting.  
(Leave blank and we will insert the meeting date.)



Kim Becker  
Newport Beach  
08/08 - 08/09/19

## **SCHEDULE**

California Airports Council – Board of Directors Meeting  
Newport Beach Marriott  
900 Newport Center Drive  
Newport Beach, CA

### **THURSDAY, AUGUST 8**

6:00 P.M. Dinner  
Cucina Enoteca (less than 5-minute walk from hotel)  
951 Newport Center Drive  
Newport Beach, CA  
949.706.1416

### **FRIDAY, AUGUST 9**

8:30 A.M. Breakfast – Cardiff Room (lobby level)

9 A.M. CAC Meeting – Cardiff Room  
Business Casual Attire

Noon Working Lunch

1:00 P.M. Adjournment

**A. GONZALEZ**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**  
 (To be completed within 30 days from travel return date for domestic travel; 45 days for international travel)

Refer to Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy, outlining appropriate reimbursable expenses. Attach all required supporting documentation. All receipts must be detailed (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Policy 3.30 - Business and Travel Expense Reimbursement

Business and Travel Reimbursement Guidelines

Employee/Trip Information: \_\_\_\_\_ Date: 8/16/2019  
 Name: Amy Gonzalez Dept: \_\_\_\_\_  
 Departure Date: 7/25/2019 Return Date: 7/27/2019 Report Due: 8/26/19  
 Destination: Boston, MA  
 Business Purpose: ACI Legal Steering Committee

Expense Items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		7/25/19 Thursday	7/26/19 Friday	7/27/19 Saturday	7/28/19 Sunday	7/29/19 Monday	7/30/19 Tuesday	7/31/19 Wednesday	
Air Fare, Railroad, Bus	698.60								-
Conference Fees									-
Rental Car									-
Gas									-
Parking & Tolls		96.00							96.00
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare		35.83		15.47					51.30
Lodging		209.21	209.21	209.22					627.64
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
	\$ 698.60								\$ 774.94

**Expense Items Included in Per Diem:**

Meals & Incidental Expenses (M&IE) Meals will be reimbursed at established Per Diem rates. Receipts shall not be required except for authorized meals above per diem rate (approved by CEO or Vice President below). If a meal is provided by a conference or meeting, do not include the meal for reimbursement below. On first travel day, only include lunch and dinner if flight departs after 9:00 a.m. On last travel day, only include breakfast and lunch if flight returns before 6:00 p.m.

GSA Per Diem for Domestic	US Dept of State Per Diem for International						
	7/25/19 Thursday	7/26/19 Friday	7/27/19 Saturday	7/28/19 Sunday	7/29/19 Monday	7/30/19 Tuesday	7/31/19 Wednesday
Enter Daily Per Diem Rate							
Breakfast							
Lunch	18.00		18.00				
Dinner	31.00		31.00				
Incidentals							
Total M&IE	49.00	-	49.00	-			
Approved Meal Exception Above Per Diem Rate							
<b>Total Meal and Incidental Expenses</b>	\$ 49.00	\$ -	\$ 49.00	\$ -	\$ -	\$ -	\$ -

Explanation: Substantiation for exception should be attached	<b>Trip Grand Total</b>	1,571.54
	Less Cash Advance (Attach copy of Authority check)	
	Less Expenses Prepaid by Authority	698.60
	Due Traveler - if positive amount, prepare check request	
	Due Authority - if negative, attach check payable to SDCRAA	\$ 872.94

Note: Send this report to Accounting even if the amount is \$0.

By signing below, TRAVELER: (a) acknowledges understanding and agreeing to be bound by Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy; (b) certifies that this report is true and correct and all claimed expenses were incurred in connection with official Authority business; and (c) understands that any purchases/claims that are not allowed will be traveler's responsibility. By signing below, ADMINISTRATOR certifies, based on reasonable inquiry, that expenses approved in this report were reasonable, necessary, directly related to the Authority's business, and that they are reimbursable under Authority Policy 3.30.

Prepared By: Kendy Rios Ext.: \_\_\_\_\_  
 Traveler's Signature: *Amy Gonzalez* Date: 8/16/19  
 Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CEO/Vice President Approval<sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Required if meal(s) reimbursed above the Per Diem Rate)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel travelling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Amy Gonzalez Dept: 15

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

**2. DATE OF REQUEST:** 4/10/19 **PLANNED DATE OF DEPARTURE/RETURN:** 7/25/19 / 7/27/19

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):**

Destination: Boston, MA Purpose: ACI Legal Steering Committee  
Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>1,000.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>30.00</u>
B. LODGING	\$ <u>400.00</u>
C. MEALS	\$ <u>100.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ _____
E. ENTERTAINMENT (If applicable)	\$ _____
F. OTHER INCIDENTAL EXPENSES	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>1,530.00</u></b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain Insurance identification card covering rental period.

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: *Amy L* Date: 4/12/19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

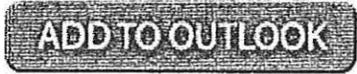
**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

*Amber Cochran, Assistant Business Clerk*, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its April 12, 2019 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Tuesday, 7MAY 2019 05:07 PM EDT  
**Passengers: AMY GONZALEZ (15)**  
 Agency Reference Number: RQQRBT

Click here to view your current itinerary or ETicket receipt on-line: [trjocase.com](http://trjocase.com)

Alaska Airlines Confirmation HEQDKC  
 Jetblue Airways Corp Confirmation WGUSCV

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

**AIR Thursday, 25JUL 2019** 

<b>Alaska Airlines</b>	<b>Flight Number:</b> 1048	<b>Class:</b> V- Coach/Economy
<b>From:</b> San Diego CA, USA	<b>Depart:</b> 08:45 AM	
<b>To:</b> Boston MA, USA	<b>Arrive:</b> 05:40 PM	
<b>Stops:</b> Nonstop	<b>Duration:</b> 5 hour(s) 55 minute(s)	
<b>Seats:</b> 07D	<b>Status:</b> CONFIRMED	<b>Miles:</b> 2579 / 4126 KM
<b>Equipment:</b> Airbus A321 Jet	<b>MEAL:</b> FOOD FOR PURCHASE	
<b>DEPARTS SAN TERMINAL 2 - ARRIVES BOS TERMINAL C</b>		
<b>***PREMIUM SEAT COMPLIMENTS OF TRAVELTRUST</b>		
<b>Alaska Airlines Confirmation number is HEQDKC</b>		

**AIR Saturday, 27JUL 2019** 

<b>Jetblue Airways Corp</b>	<b>Flight Number:</b> 0619	<b>Class:</b> V- Coach/Economy
<b>From:</b> Boston MA, USA	<b>Depart:</b> 10:23 AM	
<b>To:</b> San Diego CA, USA	<b>Arrive:</b> 01:32 PM	
<b>Stops:</b> Nonstop	<b>Duration:</b> 6 hour(s) 9 minute(s)	
<b>Seats:</b> 15D	<b>Status:</b> CONFIRMED	<b>Miles:</b> 2579 / 4126 KM
<b>Equipment:</b> Airbus A321 Jet	<b>MEAL:</b> SNACK	
<b>DEPARTS BOS TERMINAL C - ARRIVES SAN TERMINAL 2</b>		
<b>Jetblue Airways Corp Confirmation number is WGUSCV</b>		

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.  
 ALASKA AIRLINES CONFIRMATION NUMBER - HEQDKC  
 JETBLUE AIRWAYS CORP CONFIRMATION NUMBER - WGUSCV  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: AMY GONZALEZ  
Date issued: 5/7/2019 Invoice Nbr: 5531689  
Ticket Nbr: AS7358096857 Electronic Tkt: Yes Amount: 282.30 USD  
Base: 249.30 US Tax: 18.70 USD XT Tax: 14.30 USD  
Charged to: AX\*\*\*\*\*1013

Ticket for: AMY GONZALEZ  
Date issued: 5/7/2019 Invoice Nbr: 5531690  
Ticket Nbr: B67358096858 Electronic Tkt: Yes Amount: 386.30 USD  
Base: 346.05 US Tax: 25.95 USD XT Tax: 14.30 USD  
Charged to: AX\*\*\*\*\*1013

Service fee: AMY GONZALEZ  
Date issued: 5/7/2019  
Document Nbr: XD0766828150 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 668.60  
Total Fees: 30.00  
Total Amount: 698.60

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[ALASKA](#)  
[JET BLUE](#)

**Click here to review Baggage policies and guidelines:**

[ALASKA](#)  
[JET BLUE](#)

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Each call is billable at a minimum \$25.00 per call/reservation

# BOSTON

Mrs. Amy Gonzalez  
32225 N H Drive  
San Diego CA 92101  
United States

Room Number: 0918  
Arrival Date: 07-25-19  
Departure Date: 07-27-19  
Confirmation Number: 22650966  
Page No: 1 of 1

Guest Name:

## INFORMATION INVOICE

A/R No:

Folio No:

07-27-19

Date	Description	Charges	Credits
07-25-19	Room Accommodation	273.00	
07-25-19	State Occupancy Tax- 5.7 PCT	15.56	
07-25-19	City Sales Tax- 6.5PCT	17.75	
07-25-19	CCF Tax- 2.75 PCT	7.51	
07-26-19	Room Accommodation	273.00	
07-26-19	State Occupancy Tax- 5.7 PCT	15.56	
07-26-19	City Sales Tax- 6.5PCT	17.75	
07-26-19	CCF Tax- 2.75 PCT	7.51	
Total		627.64	0.00
Balance		627.64	

## **ACI-NA Legal Committee Steering Group Meeting Agenda**

**July 25-26, Boston, MA**

**Saul Ewing LLP Offices**

**Call-in Number: (415) 655-0002**

**Access Code: 460 346 62**

### **Thursday July 25**

- **7:00 pm – Dinner at Basile, 162 Columbus Avenue (short walk from the hotel).** (Arranged by TJ Roskelley). Cost per person \$99 (includes tax and tip) and restaurant can charge each person separately. Menu attached.

### **Friday, July 26,**

**9:00 am – Steering Committee Meeting at Offices of Saul Ewing, 131 Dartmouth Street, Suite 501**

**9:00 am – Continental Breakfast provided by Saul Ewing.**

#### **I. Welcome, Introductory Remarks by Leadership:**

Chair: Debra Braga

Vice Chair: Peter Pierotti

Immediate Past Chair: Ann Morgan

#### **II. Consideration of Current and Upcoming Vacancies on Steering Group and Potential New Members.**

##### **Link to Steering Group Standards:**

[http://aci-na.org/sites/default/files/2015\\_legal\\_committee\\_steering\\_group\\_participation\\_plan.pdf](http://aci-na.org/sites/default/files/2015_legal_committee_steering_group_participation_plan.pdf)

##### **1. Vacancies –**

- a. Mark Gardner
- b. Any potential retirements?
- c. Associate Position, when Steve Osit's term expires

#### **III. Upcoming Conference Locations**

**A. Fall 2018, Tampa, FL**

**B. Spring 2020, Chicago, IL <https://www.theblackstonehotel.com/>**

**C. Fall 2020 -- Grand Rapids**

**A. Spring 2021 – Tucson <https://www.loewshotels.com/ventana-canyon>**

8:00 – 9:00 AM Continental Breakfast  
9:00 AM -- Noon Morning Session  
10:00-10:15 Morning Break (ACI-NA General Break is from 10:00 to 10:30)  
Noon – 1:00 PM Lunch  
1:00 PM – 2:30 PM Session  
2:30 PM – 2:45 PM Afternoon Break  
2:45 PM – 4:45 PM Session

**B. Potential Sessions**

- a. TSA Update
- b. FAA Update (Potentially FAA Chief Counsel 7 Charles Trippe, former Chief Counsel)
- c. Litigation Update
- d. Roundtable
- e. Paine Field. Issues that arose standing up a new passenger terminal from scratch. Dave Bannard can talk about the thinking that went into drafting the policies and regulations from scratch. While other airports don't have that luxury, it could be instructive in terms of what policies make sense from an airport perspective (as opposed to "we've always done it that way"), and it may help guide other airports' thinking in terms of the direction they may want to consider moving towards, even if they can only do it incrementally.
- f. Allocation of common use gates. Recent traffic spikes are getting operations levels back to late 1990s levels, with more flights than available gates. The issue is popping up now or in the horizon at medium and large airports (and perhaps, a few small airports).
- g. "Sec. 163 lessons learned thus far." What does Sec. 163 mean, and how can airports take advantage of the new statutory text in the planning process and for actual projects? The changes to 47107(a)(16) (e.g., not altering the airport without approval "unless the alteration is outside the scope of [FAA's] review and approval authority") is pushing airport managers to take some risks and not wait for FAA's determination that it lacks authority. What advice can airport lawyers provide?
- h. Biometrics and data privacy.
- i. UAS detection and mitigation (FAA's May 2019 guidance, Blue Ribbon Task Force interim report).
- j. Trends in non-aeronautical development (Section 163, land releases, etc.)

**Gonzalez Amy**

**From:** Uber Receipts <uber.us@uber.com>  
**Sent:** Saturday, July 27, 2019 5:45 AM  
**To:** Gonzalez Amy  
**Subject:** Thanks for tipping! We've updated your Thursday evening trip receipt



Total: \$35.83  
Thu, Jul 25, 2019

# Thanks for tipping, Amy

Here's your updated Thursday evening ride receipt.



**Total** **\$35.83**

---

Trip Fare \$22.52

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Subtotal \$22.52

Airport Facility Charge  \$3.25

Tolls, Surcharges, and Fees  \$5.06

Tip \$5.00

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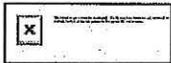
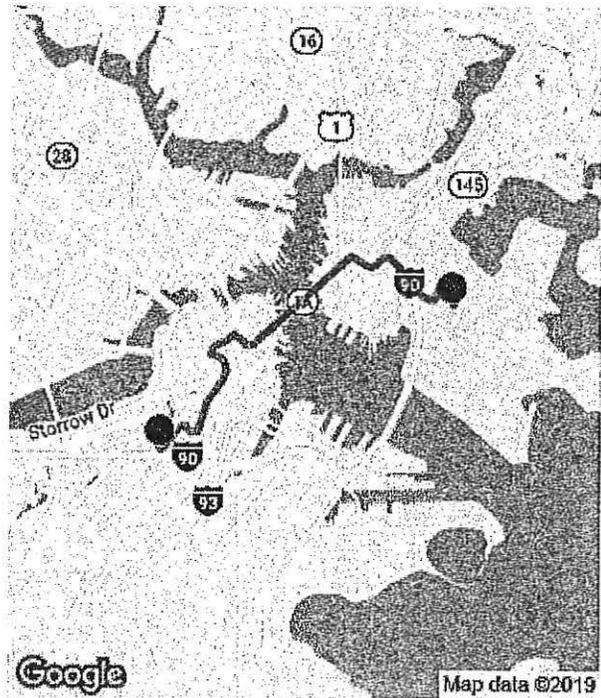
Amount Charged



05:59pm  
 BOS Terminal C, 100  
 Harborside Dr, Boston, MA

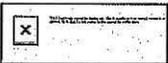


06:24pm  
 154 Berkeley St, Boston, MA



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Get \$5 off your next ride when you refer a friend to try Uber. Share code: [amyg3555ue](#)



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**Gonzalez Amy**

**From:** Uber Receipts <uber.us@uber.com>  
**Sent:** Saturday, July 27, 2019 6:03 AM  
**To:** Gonzalez Amy  
**Subject:** Your Saturday morning trip with Uber



Total: \$15.47  
Sat, Jul 27, 2019

Thanks for riding, Amy

We hope you enjoyed your ride  
this morning.



**Total** **\$15.47**

---

Trip Fare \$10.97

---

Subtotal \$10.97

Tolls, Surcharges, and Fees  \$4.50

---

Amount Charged



.... 5009 | Switch

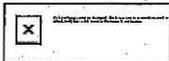
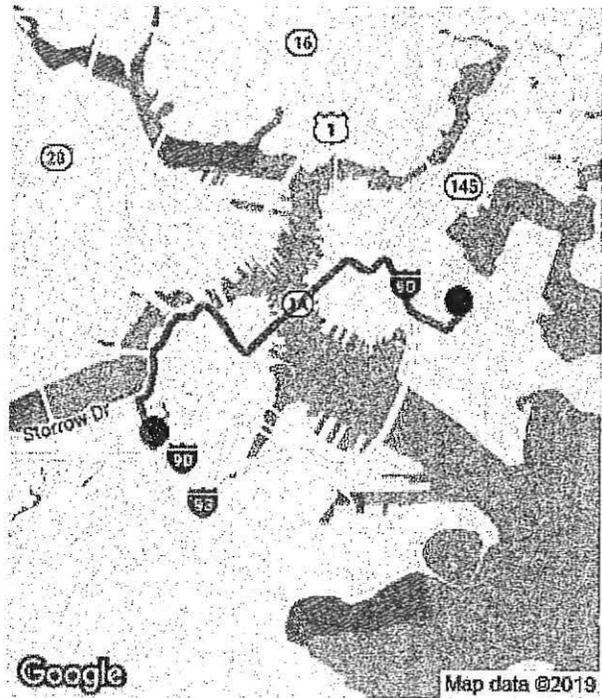
\$15.47



08:49am  
161 Berkeley St, Boston, MA

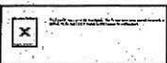


09:02am  
BOS Terminal C, 100  
Harborside Dr, Boston, MA



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San Diego Inter. Airport  
3225 N Harbor Dr  
San Diego, 92101

EXIT 6 07/27/19 13:25  
Receipt 092615

Short-term parking tkt  
T2PP - No. 033765  
07/25/19 07:34  
07/27/19 13:25  
Period 2d5h52'

\$96.00

Total -----  
\$96.00

Payment Received  
RID A000000003  
PIX 1010  
CARD \*\*\*\*\*1352  
AUTHORIZATION 517262  
PURCHASE USD96.00  
APPROVED

Sub Total \$96.00

ASBZ205 - 1/1  
17318

**MARK WEST**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

*(To be completed within 30 days from travel return date)*

Board member name: Mark B. West  
 Departure Date: 6/9/2019 Return Date: 6/12/2019 Report Due: 7/12/19  
 Destination: ACI-NA Business of Airports Conference in Scottsdale, AZ.

*Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.*

<sup>3</sup> Business Expense Reimbursement Policy 3.30

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Authority)	Board Member Expenses							TOTALS	
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
		6/9/19	6/10/19	6/11/19	6/12/19					
<b>Daily PerDiem Limitations:</b>										
**GSA Daily Hotel Rate or Conference Hotel Rate		215.00	215.00	215.00						
**GSA Daily Meals, Entertainment & Incidentals (M,E&I)		56.00	56.00	56.00	56.00					
Air Fares, Railroad, Bus (attach copy of itinerary w/charges)	318.60									0.00
Conference Fees (provide copy of flyer/registration expenses)	850.00									0.00
Rental Car										0.00
Gas and Oil										0.00
Garage/Parking										0.00
Mileage - attach mileage form										0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.		30.89			26.24					57.13
Hotel - Actual Expense Paid - Excluding Taxes		215.00	215.00	215.00						
Allowable Hotel (Lessor of Actual or GSA Allowance)		215.00	215.00	215.00	0.00	0.00	0.00	0.00		645.00
Hotel Taxes Paid		27.03	27.03	27.03						81.09
Telephone, Internet and Fax										0.00
Laundry										0.00
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>										
Meals (include tips pd.)	Breakfast									
	Lunch		14.12							
	Dinner									
	Other Meals									
<b>Entertainment (Hospitality) <sup>1</sup></b>										
Tips Paid to Maids, Bellhops and other hotel servers										
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations										
<b>Total Meals, Entertainment &amp; Incidentals</b>										
		68.00	14.12	0.00						
<b>GSA Allowance for M,E&amp;I (from above)</b>										
		56.00	56.00	56.00						
<b>Allowable M,E&amp;I (Lessor of Actual or GSA Allowance)</b>										
		56.00	14.12	0.00						70.12
<i>Alcohol is a non-reimbursable expense</i>										
										0.00
<b>Miscellaneous:</b>										
										0.00
										0.00
										0.00
<b>Total Expenses</b>		1,158.60	56.00	14.12	0.00					853.34

**Note** Delay with submittal of report was due to information pending. Completed when information was received. Thank you.

<b>Grand Trip Total</b>	2,021.94
Less Cash Advance (attach copy of Authority ck)	0.00
Less Expenses Prepaid by Authority	1,168.60
<b>Due Traveler - if positive amount, prepare check request</b>	
<b>Due Authority - if negative, attach check payable to SDCRAA</b>	853.34

*Note: Send this report to Accounting even if the amount is \$0.*

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>1</sup> and 3.30 - Business Expense Reimbursement Policy<sup>2</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Linda Gehlken  
 Traveler Signature: [Signature]  
 Administrator's signature: [Signature]

Ext.: x2557  
 Date: 07/19/2019  
 Date: 7/23/19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**

I, Motha Morales, Asst. Authority hereby certify that this document was approved by the Executive Committee at it's meeting on August 20, 2019  
 Clerk Signature: [Signature] Date: 8/20/19

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Mark B. West Dept: 02-Board  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/22/19 PLANNED DATE OF DEPARTURE/RETURN: 6/9/19 / 6/13/19

**3. DESTINATIONS/PURPOSE** (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Scottsdale, AZ Purpose: Attend Conference  
Explanation: 2019 ACI - Business of Airports Conference

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 50.00

B. LODGING \$ 900.00

C. MEALS \$ 100.00

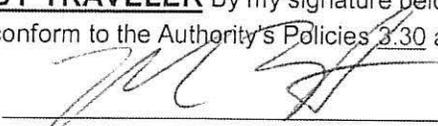
D. SEMINAR AND CONFERENCE FEES \$ 850.00

E. ENTERTAINMENT (If applicable) \$           

F. OTHER INCIDENTAL EXPENSES \$           

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2,200.00

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 2-25-19

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 3-14-19

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, MARINA MORALES, Asst Authority Clerk, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its March 25, 2019 meeting.  
(Leave blank and we will insert the meeting date.)



# 2019 Business of Airports Conference

June 10 - 12, 2019  
The Westin Kierland Resort & Spa  
Scottsdale, AZ

[REGISTER NOW](#)

[Early Bird Registration \(Until May 3\)](#)

[EVENT](#)   [HOTEL](#)   [REGISTRATION](#)   [SPONSORS](#)   [AGENDA](#)

Early Bird Rate (Before May 3)

Member: \$850

Non-Member: \$1,200

Regular Rate (After May 3)

Member: \$1,050

Non-Member: \$1,500

US/Canadian Federal Govt.: \$475

Student: \$250

Guest: \$275

Gala Dinner Only: \$150

## **More Information**

[ACI-NA Sustainable Conferences](#)

[Guidelines](#)

[Registration & Cancellation Policies](#)

Gehlken Linda

---

**From:** meetings@aci-na.org  
**Sent:** Tuesday, March 26, 2019 7:00 AM  
**To:** Gehlken Linda; Russell Tony  
**Subject:** 2019 Business of Airports - Confirmation

03/26/2019



### Meeting Confirmation Notice

Please review your CONTACT information below as it will be used for rosters and badges. Any changes should be sent to [meetings@aci-na.org](mailto:meetings@aci-na.org) immediately.

Please note: The company name listed is per your Official Representative to ACI-NA. No changes to Company name is permitted.

Mr. Mark West  
Baord Member  
Nick Name: Mark  
San Diego County Regional Airport Authority  
3225 N Harbor Drive San Diego, CA 92101-1045

PH: (619) 400-2408  
FX:  
EM: lgehlken@san.org

You are registered for the following:

#### 2019 Business of Airports

From Monday, June 10, 2019 through Wednesday, June 12, 2019

Description	UnitPrice	Quantity	Price
First Time Attendee	\$ 0.00	1	\$ 0.00
Human Resources Track	\$ 850.00	1	\$ 850.00
		Total	850.00
		Payments	850.00
		<b>Balance</b>	<b>0.00</b>

Thank you for registering for the 2019 Business of Airports Conference. The conference will be held June 10-12, 2019 at the Westin Kierland Resort & Spa, Scottsdale, AZ. Registration fees for the conference include all education materials, and food functions. Dress for the meeting is business casual.

#### HOTEL RESERVATIONS

Call the Westin Kierland Resort & Spa directly at (480) 624-1000 to make your reservation. Identify yourself as an ACI-NA conference attendee to receive the special group rate of \$215 USD single/double occupancy plus applicable taxes and fees.

The last day to receive this rate is Friday, May 17, 2019. Rooms may sell out before this date so make your reservation early!

CANCELLATION/REFUND POLICY

Cancellations must be submitted in writing to [meetings@aci-na.org](mailto:meetings@aci-na.org) by May 3, 2019. Cancellations received by May 3, 2019, are eligible to receive a refund, less \$100 processing fee. Refunds will be credited back to the original credit card used for payment. Refunds will be processed after the conclusion of the conference. No refunds or credits will be given for notices received after the cancellation deadline date. No-shows are not eligible for refunds or credits. Substitutions are honored at any time.

We look forward to seeing you in Scottsdale, AZ at the 2019 Business of Airports Conference.

By registering for the conference you are providing permission to receive emails, mailings and faxes related to the conference. By registering for and attending any event, you agree that your image may be used at any time, without further notification, for printed materials, web sites, social media and other marketing purposes. If you do not wish to receive any further emails from ACI-NA, please send a reply email to: [MemberServices@aci-na.org](mailto:MemberServices@aci-na.org) with the words "OPT-OUT" in the subject line with the original email in the body. You may notify us with your decision to opt-out within 30 days of receiving this email. Please note, If you choose to opt out of receiving email from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc. If you prefer to unsubscribe from certain electronic publications rather than opt-out from email communications entirely, please email such request to [communications@aci-na.org](mailto:communications@aci-na.org). It may take up to 10 days to process your request. The postal address for ACI-NA is 1615 L Street, N.W., Suite 300, Washington, DC 20036.



## 2019 ACI-NA Business of Airports Conference Agenda (Human Resource Track)

### Monday, June 10, 2019

- 8:00am – 4:30pm      **Registration**
- 8:00am – 9:00am      **Networking Breakfast**
- 9:00am – 2:00pm      **HR Steering Group Meeting – Open**
- 9:00am – 10:30am     **Welcome and Opening Remarks**  
Rosa Beckett, Chief Administrative Officer, Jacksonville Aviation Authority and Chair, Human Resources Committee
- Introduction of the ACI-NA Human Resources Steering Group Members**
- HR Working Group Updates**
- Compensation and Benefits Benchmarking Survey**  
Inaugurated in 2008, the ACI-NA Compensation and Benefits Benchmarking survey was a response to requests from Airport Directors for a credible, reliable, and legally compliant source of market compensation data. 2018 represents the tenth annual survey conducted by Western Management Group. The latest survey encompassed data on over 13,000 employees in 111 different industry specific jobs. Survey released in August of each year and the survey results are made available the following February.
- Workforce Planning Working Group**  
The working group continues to concentrate in the area of developing executive level leadership and succession planning strategies through creating predictable pipelines of trained, qualified, and motivated airport professionals.
- Executive Leadership Exchange Program
  - Edge4Vets
  - Aviation Awareness Campaign
- Sustainability Integration Council**
- 10:30am – 11am      **AM Networking Break**
- 11am – 12pm        **Human Resources Committee Workshop**
- Rotating Roundtables (1.25 PDC)**  
Discuss, brainstorm, and come up with potential solutions and uncover industry best practices with fellow colleagues on current hot topics that human resources professionals are facing at their airports. The focus sessions are open to every participant and led by an industry leader who has experience with the challenge. Share with your peers Success Stories, BIG WINS and A HA Moments.

**Concurrent - Canadian Airports HR Roundtable (1.25 PDC)**

A forum to network with your Canadian airport peers; this interactive roundtable discussion will focus of relevant human resources topics facing Canadian airports. Bring along a topic that is important to you, share it, and hear the perspective of other human resources professionals. Topics may include, but are not limited to, collective bargaining outcomes or strategies, grievances and arbitration decisions, changes to employment laws, and human resources programs.

12:15pm to 1:30pm **Joint Buffet Lunch**

1:30pm – 5:00pm **Human Resources Committee Workshop (Continued)**

1:30 – 2:45pm **Building an Inclusive Culture (1.25 PDC)**

*Joint Session with Business Diversity Committee*

Research shows that diverse teams perform better because of the differing perspectives brought to the table. Companies with higher levels of diversity in employment and contracting are also more likely to have better financial results, showing that inclusion can be a competitive differentiator. Learn how successful organizations coordinate a culture of diversity across the entire operation and avoid soloed programs in individual departments.

2:45pm-3:15pm **Network Break**

3:30pm-4:45pm **Multi-Generational Workforce-Interaction and Knowledge Transition (1.25 PDC)**

As Millennials become the largest workforce and I Gen enters the workplace, developing strategy to understand the new generations and to transfer the lifelong knowledge from Baby Boomers and Gen X would be the key path to a successful workforce planning. The Multi-Generational Sub-WG will demonstrate the discussion on this issue they will have had and present a user guild/toolkit to the audience.

5:00pm – 6:30pm **Networking Lounge Grand Opening and Welcome Reception**

**Tuesday, June 11, 2019**

8:00am – 4:30pm **Registration**

8:00am – 9:00am **Breakfast in Networking Lounge**

9:00am – 9:30am **Welcome and Opening Remarks**

9:30am – 10:45am **General Session 1: Insight From the Airport C-Suite**

Managing airports can be a challenging job, especially with a more concentrated airline industry and the difficulty of adding air service. Airports must continue to creatively reinvent their passenger services to improve the travel experience and remain competitive. There is also a need to manage their infrastructure and community expectations, while addressing new business models and exploring additional revenue streams. This session explores the successes and challenges airport CEOs face in developing strategies, which create economic benefits and increase passenger satisfaction.

10:45am – 11:15am **Networking Break**

11:15am-12:30pm **Session 1D: How to Harness Creativity and Innovation From Within Airports (1.25 PDC)**

As the power of innovation is now widely recognized, finding ways to achieve repeat success by stimulating and cultivating the creativity and innovation from within is a challenge faced each organization. What is the role of Human Resources in this process? What are the unique

challenges of encouraging creativity and innovation at airports? How do airports identify the innovators in the workforce? And How do airports adopt the innovation and make it a success? You will find the answer to all the questions in this session.

12:30pm – 2:00pm **Lunch in Networking Lounge**

2:00pm – 3:15pm **Session 2D: Respect at Work in the Era of #MeToo (1.25 PDC)**  
#Metoo Movement has brought to light numerous new allegations of behaviors that many thought were long gone. Given the nature of long operating hours at airports, it's extremely crucial to build a culture of respect in order to eliminate sexual harassment and discrimination. Join us in the conversation on how airports pursue the process of building respect at workplace and how to further engage the employees including helping them understand the policies and protecting both males and females from any types of harassments at workplace in the era of #MeToo.

3:15pm – 3:45pm **Networking Break**

3:45pm – 5:00pm **Session 3D: Support from HR-Crisis and Crisis Recovery (1.25 PDC)**

Learn how HR professionals have supported their or other airport employees and their family to recover from recent crisis events (Hurricane Florence, Hurricane Michael, and the fires of Northern California) at their respective organizations and ensured business continuity. More importantly, how HR prepares their employees in advance to endure and recover from these catastrophes.

## Wednesday, June 12, 2019

8:00am – 1:30pm **Registration**

8:00am – 9:00am **Breakfast in Networking Lounge**

9:00am – 10:00am **General Session 2: Keynote (1 PDC)**

10:00am – 10:30am **Networking Break**

10:30am-11:30am **Session 4D: Building a Sustainable Airport Brand by Engaging the Airport Community (1.25 PDC)**

As the pressure to build sustainable commercial airport enterprises continues, the importance of managing the airport brand increases. Our panel of experts share perspectives on the role HR can play in effectively engaging all the people that work within the airport ecosystem (vendors, airlines, TSA, CBP officers, etc.) to align everyone around a common customer experience vision at the airport.

11:30am-12:30pm **Session 5D: Employee Wellness and Resilience in a High-Growth Environment (1.25 PDC)**

Air traffic has seen stable increase within the past decade, helping the employees at the airport to maintain health and well is vital to the successful operation of the airport to facilitate even more air traffic in the future. Learn how to keep airport employees engaged and well through this significant growth and how to provide them with self-adapting strategies to maintain their wellness.

12:30pm – 1:30pm     **Networking Lunch**

1:30pm – 2:45pm     **General Session 3**

2:45 – 3:15pm       **Network Break**

3:15 – 4:30pm       **Session 6D: Talent Review/Succession Planning (1.25 PDC)**

*Joint Session with Finance Committee*

A process to understand our team members (particularly managers and up), reviewing their; backgrounds, performance, strengths, and opportunities, and determining development opportunities and next career steps for each of them. This process naturally leads to succession planning discussions, as well as identifying High-Performers and High-Potential employees and having a plan for each of them

5:30pm – 6:00pm     **Awards Gala Reception** *(business or cocktail attire suggested)*

6:00pm – 9:00pm     **Awards Gala Dinner** *(business or cocktail attire suggested)*



# 2019 Business of Airports Conference

June 10 - 12, 2019

The Westin Kierland Resort & Spa  
Scottsdale, AZ

[REGISTER NOW](#)

Early Bird Registration (Until May 3)

[EVENT](#)   [HOTEL](#)   [REGISTRATION](#)   [SPONSORS](#)   [AGENDA](#)

## Hotel Information



The Westin Kierland Resort & Spa  
6302 East Greenway Parkway  
Scottsdale, AZ 85254

For reservations, please [click here](#) or call the Hotel Reservations Line at (800)-354-5892 or the hotel direct line at (480)-624-1000. Be sure to identify yourself as being with the ACT-NA group to receive the special rate of \$215 USD single/double occupancy plus applicable tax.

The booking deadline is **Friday, May 17, 2019**.

Please note that the discounted ACT-NA rate may sell out before the booking deadline. We recommend you book as soon as possible to secure your accommodations.

Note: All guests that reserve rooms in the ACT-NA block will NOT be charged a \$35 resort fee. If you would like to take advantage of the resort amenities, you will need to opt-in at the time of your check-in, and at that time you will be charged the \$35 daily resort fee.



## Registration and Cancellation Policies

### Registration

- Only individuals who register and present badges and/or tickets may attend conference events. A badge is required for all conference sessions and events. For security reasons, badge swapping is not permitted. Anyone found wearing a badge that does not match his/her identification will be removed from the conference without a refund. In addition, the badge/name will be cancelled without a refund.
- Additional event tickets are not available for purchase in lieu of a registration. Only registered delegates may purchase additional tickets for their non-registered spouse or guest. A guest is defined as a person who does not work in the aviation industry. Non-registered guests will not receive a badge and may only attend events for which they have a ticket.
- By registering for the conference you are providing permission to receive emails, mailings and faxes related to the conference. If you do not wish to receive any further emails from ACI-NA, please send a reply email to: [MemberServices@aci-na.org](mailto:MemberServices@aci-na.org) with the words "OPT-OUT" in the subject line with the original email in the body. You may notify us with your decision to opt-out within 30 days of receiving this email. Please note, if you choose to opt out of receiving email from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc. If you prefer to unsubscribe from certain electronic publications rather than opt-out from email communications entirely, please email such request to [communications@aci-na.org](mailto:communications@aci-na.org). It may take up to 10 days to process your request. The postal address for ACI-NA is 1615 L Street, N.W., Suite 300, Washington, DC 20036.
- Full payment must accompany your registration. Credit card payment must be included for online and faxed registrations. Check payment will only be accepted with mailed forms and onsite registration forms. Your signature authorizes ACI-NA to charge your credit card the total correct amount due and acknowledges there are no refunds after (a specific date depending on each conference).

### Cancellations

- Cancellations must be received in writing to ACI-NA at [meetings@airportscouncil.org](mailto:meetings@airportscouncil.org) no later than the date specified in your conference registration confirmation.
- Registration fees, minus a \$100 per person processing fee, will be refunded after the conference has concluded if the cancellation notice is received by the deadline date.
- No refunds will be issued for any reason for cancellations received after the date specified in your registration confirmation.
- Substitutions are honored at any time. No shows are not eligible for refunds.
- These policies apply to all types of registrations including Guest Registrations. Non-receipt of a confirmation notice before the meeting is not justification for seeking a refund. ACI-NA reserves the right to cancel this conference. In this event, we will notify all registrants and refund registration fees in full.
- Any costs incurred by the registrant, such as note cancellation, airline penalties, etc. are the responsibility of the registrant.

### Photo/Video Disclaimer

By registering for and attending any event, you agree that your image may be used at any time, without further notification, for printed materials, web sites, social media and other marketing purposes.

### Children

- ACI-NA meetings and events are intended for adults only and no children under the age of 16 are permitted to register or attend.
- Children under the age of 16 are not permitted on the trade show floor at anytime. Anyone under the age of 18 must be accompanied by a parent or legal guardian while on the trade show floor.

### Alcohol Policy

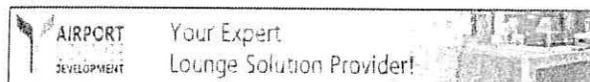
ACI-NA will not serve alcoholic beverages to anyone under the age of 21 and we reserve the right to refuse the service of alcohol to anyone who appears intoxicated.

### Attendee Rosters

Attendees agree not to copy or permit to be copied, in any form or format, without the express written permission of ACI-NA, any of the contents of the ACI-NA attendee roster. Attendees also agree not to use the roster contents for any commercial, marketing, promotional, or political purposes. No solicitation is permitted by anyone except by exhibitors within the confinement of their booth.

### Conflicting Events

Promotional, social and/or education events, meetings, receptions, workshops, etc. may not be held during dates/times that conflict with official ACI-NA conference times and/or educational sessions. Educational events may not be conducted at official venues without prior approval from ACI-NA.



[www.airportdevelopment.com](http://www.airportdevelopment.com)  
1-800-441-4444  
1-800-441-4444

Gehlken Linda

**From:** Scott Mackerley <scott@traveltrust.com>  
**Sent:** Wednesday, March 27, 2019 2:37 PM  
**To:** Gehlken Linda; SMACKERLEY@TRAVELTRUST.COM; TRIPALERTS@TRAVELTRUST.COM  
**Subject:** Ticketed itinerary for MARK BRANDON WEST - 6/9/19 - Phoenix (PRTFIW)  
**Attachments:** ItineraryPRTFIW\_27MAR.pdf; CalendarPRTFIW\_27MAR.ics

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700

Wednesday, 27MAR 2019 05:36 PM EDT

**Passengers: MARK BRANDON WEST (02)**

Agency Reference Number: PRTFIW

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

American Airlines Confirmation PRTFIW

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

AIR	Sunday, 9JUN 2019		
American Airlines	Flight Number: 2671	Class: S- Coach/Economy	
From: San Diego CA, USA	Depart: 12:17 PM		
To: Phoenix AZ, USA	Arrive: 01:45 PM		
Stops: Nonstop	Duration: 1 hour(s) 28 minute(s)		
Seats: 34C	Status: CONFIRMED	Miles: 304 / 486 KM	
Equipment: Airbus A321 Jet			
DEPARTS SAN TERMINAL 2 - ARRIVES PHX TERMINAL 4			
AISLE SEAT CONFIRMED			
American Airlines Confirmation number is PRTFIW			
AIR	Wednesday, 12JUN 2019		
American Airlines	Flight Number: 0480	Class: N- Coach/Economy	
From: Phoenix AZ, USA	Depart: 05:00 PM		
To: San Diego CA, USA	Arrive: 06:06 PM		
Stops: Nonstop	Duration: 1 hour(s) 6 minute(s)		
Seats: 32C	Status: CONFIRMED	Miles: 304 / 486 KM	
Equipment: Boeing 737-800 Jet			
DEPARTS PHX TERMINAL 4 - ARRIVES SAN TERMINAL 2			

AISLE SEAT CONFIRMED  
American Airlines Confirmation number is PRTFIW

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. AMERICAN AIRLINES CONFIRMATION NUMBER - PRTFIW FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: MARK BRANDON WEST  
Date issued: 3/27/2019 Invoice Nbr: 5524667  
Ticket Nbr: AA7344035577 Electronic Tkt: Yes Amount: 288.60 USD  
Base: 241.86 US Tax: 18.14 USD XT Tax: 28.60 USD  
Charged to: AX\*\*\*\*\*1013

Service fee: MARK BRANDON WEST  
Date issued: 3/27/2019  
Document Nbr: XD0764654667 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 288.60  
Total Fees: 30.00  
Total Amount: 318.60

Click here 24 hours in advance to obtain boarding passes:  
[American](#)

Click here to review Baggage policies and guidelines:  
[American](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!  
Our Business Hours are Sunday 10pm - Friday 10pm Pacific  
Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.  
Each call is billable at a minimum \$25.00 per call/reservation



**\$30.89**

Thanks for riding with Felix

ACI - NA  
BUSINESS OF AIRPORTS  
CONFERENCE  
M. WEST - ARRIVAL  
(FROM AIRPORT  
TO HOTEL - AZ)



- **Pickup** 1:51 PM  
Sky Harbor Blvd, Phoenix
- **Dropoff** 2:20 PM  
Kirkland Condos, Phoenix



**\$26.24**

*ACI-NA Business  
of AIRPORTS Confer.  
M. West-DEPARTURE  
(Return to airport  
from Hotel-AZ)*

Thanks for riding with John



- **Pickup** 2:20 PM  
Kirkland Condos, Phoenix
- **Dropoff** 2:49 PM  
Sky Harbor Blvd, Phoenix

Westin Kierland Resort & Spa  
 6902 East Greenway Parkway  
 http://www.wkrbilling.com  
 Scottsdale, AZ 85254  
 United States  
 Tel: 480-624-1000 Fax: 480-624-1001



Mark West  
~~XXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~  
 AC1328 - ACI-NA BUSINESS OF AIR

Page Number : 1 Invoice Nbr : 578431  
 Guest Number : 2651523  
 Folio ID : A  
 Arrive Date : 06-09-2019 14:26  
 Depart Date : 06-12-2019 11:30  
 No. Of Guest : 1  
 Room Number : 4138  
 Marriott Bonvoy Number : 3675

Copy Tax Invoice

Westin Kierlan PHXWS JUN-19-2019 14:01 DOKEE814

Date	Time	Reference	Description	Charges (USD)	Credits (USD)
06-09-2019	02:33	RT4138	Room Chrg - Grp - Association	215.00	
06-09-2019	02:33	RT4138	Room Tax	27.03	
06-10-2019	02:04	RT4138	Room Chrg - Grp - Association	215.00	
06-10-2019	02:04	RT4138	Room Tax	27.03	
06-11-2019	02:55	RT4138	Room Chrg - Grp - Association	215.00	
06-11-2019	02:55	RT4138	Room Tax	27.03	
06-12-2019	11:30	AX	American Express-8889		-726.09

\*\*\*For Authorization Purpose Only\*\*\*

Continued on the next page

Westin Kierland Resort & Spa  
6902 East Greenway Parkway  
<http://www.wkrbilling.com>  
Scottsdale, AZ 85254  
United States  
Tel: 480-624-1000 Fax: 480-624-1001



Mark West  
~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~  
AC1328 - ACI-NA BUSINESS OF AIR

Page Number	:	3	Invoice Nbr	:	578431
Guest Number	:	2651523			
Folio ID	:	A			
Arrive Date	:	06-09-2019	14:26		
Depart Date	:	06-12-2019	11:30		
No. Of Guest	:	1			
Room Number	:	4138			
Marriott Bonvoy Number	:	3675			

\*\*\* Balance -0.00

I agreed to pay all room & incidental charges.

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at [westin.com/newbalance](http://westin.com/newbalance)

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Continued on the next page

Westin Kierland Resort & Spa  
 6902 East Greenway Parkway  
 http://www.wkrbilling.com  
 Scottsdale, AZ 85254  
 United States  
 Tel: 480-624-1000 Fax: 480-624-1001



Mark West  
 [REDACTED]  
 [REDACTED]  
 AC1328 - ACI-NA BUSINESS OF AIR

Page Number : 1 Invoice Nbr : 578432  
 Guest Number : 2651523  
 Folio ID : B  
 Arrive Date : 06-09-2019 14:26  
 Depart Date : 06-12-2019 11:30  
 No. Of Guest : 1  
 Room Number : 4138  
 Marriott Bonvoy Number : 3675

Copy Tax Invoice

Westin Kierlan PHXWS JUN-19-2019 14:01 DOKEE814

Date	Time	Reference	Description	Charges (USD)	Credits (USD)
06-09-2019	19:17	74876	The Rim Lobby Lounge	66.00	
06-10-2019	13:43	57827	Coffee Flats & Snowbowls	14.12	
06-12-2019	11:30	AX	American Express-8889		-80.12
***For Authorization Purpose Only***					
xxxxxx8889					
Date	Time	Code	Authorized		
06-09-2019	14:25	128009	677.25		
06-09-2019					

Continued on the next page

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Board Member/Executive Committee Member must complete form below.

Date of Purchase/Event: 6/10/19

Description of Item/Event: ACI-NA Business of Airports Conference

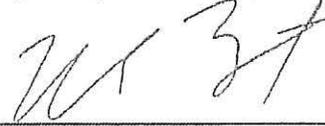
Vendor/Event Name: Westin Hotels & Resorts

Dollar Amount: \$14.12

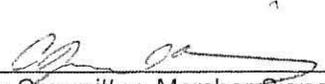
Reason for Missing Receipt: No receipt provided

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the original receipt in question was lost or none was issued to me.

  
\_\_\_\_\_  
Board Member Signature

07/19/2019  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Executive Committee Member Signature

7/23/19  
\_\_\_\_\_  
Date

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Board Member/Executive Committee Member must complete form below.

Date of Purchase/Event: 6/9/19

Description of Item/Event: ACI-NA Business of Airports Conference

Vendor/Event Name: The Rim Lobby Lounge - Westin Hotels & Resorts

Dollar Amount: \$66.00

Reason for Missing Receipt: No receipt provided

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby certify that the original receipt in question was lost or none was issued to me.

  
\_\_\_\_\_

Board Member Signature

07/19/2019  
\_\_\_\_\_

Date

  
\_\_\_\_\_

Executive Committee Member Signature

7/23/19  
\_\_\_\_\_

Date